# Farm Organic System Plan

Use this form to describe your operation. If a question does not apply, indicate "none" or "N/A" if not applicable. A Crop Input Inventory must also be submitted, listing ALL crop products planned for or in use on your farm. Submit information early in the year for which you are requesting certification. Allow ample time for review and inspection before certification is needed.

Here are some helpful hints for filling out this form:

- In any OYS, you can un-select a radio button by double clicking on it. A single click won't work. (Radio buttons are those round ones used in yes/no questions.)
- You can use the Page buttons (over on the right-hand side) to jump from one OYS section to the next. If you hover your mouse over the page number, "Help text" will appear to show you what that page is called.
- While you're filling out your OYS, it will automatically save every five minutes.
- Use the "tab" key to enter information into various columns of the tables (and also to select the "Add to tab" button). It's a lot quicker than using a mouse!

# SOIL FERTILITY AND CONSERVATION MANAGEMENT NOS §§205.2, .105, .200, .201, .203, .205

The National Organic Standards require active management to build soil fertility, manage plant nutrients, protect natural resources, and prevent soil erosion.

- All fertility inputs must be allowed and producers must demonstrate compliance with all applicable National List annotations/restrictions for use.
- Producers must monitor practices and procedures, including fertility management, to verify that the organic plan is effectively implemented.
- Plant and animal materials, such as manure, compost, and uncomposted plant materials, must be managed so they do not contribute to contamination of crops, soil, and water by plant nutrients, pathogenic organisms, heavy metals, or prohibited substance residues.
- List all fertility inputs on the Input Inventory form. Provide product labels and ingredient information for inputs not OMRI listed or previously approved by MOSA.
- Have purchase and ingredients documentation available at inspection.

## 1. Do you use any off-farm fertility inputs? All fertility inputs used in the past 30 months on land being registered for certification for the first time must be noted on the 3 Year Field History and the Crop Input Inventory. Inputs used or planned for use in the current year are to be noted on the Crop Summary/Current Year Field Plan and the Crop Input Inventory.
- [ ] No
- [ ] Yes

## 2. Do you use or plan to use fertility inputs with synthetic micronutrients? Micronutrients include boron, cobalt, copper, iron, manganese, molybdenum, and zinc. If you use micronutrients, submit documentation showing the micronutrient deficiencies for each field or general area where micronutrients are being used.
- [ ] No
- [ ] Yes

## 3. If you use Chilean nitrate, provide the rate applied, or note N/A if not applicable.

## 4. What are your soil types?

## 5. What are your soil/nutrient deficiencies? Note if there are no known deficiencies.

## 6. How do you manage soil and crop fertility? Check all that apply.
- [ ] crop rotation
- [ ] green manure
- [ ] plow down/cover crops
- [ ] interplanting
- [ ] incorporation of crop residues
- [ ] subsoiling
- [ ] summer fallow
- [ ] compost
- [ ] on-farm manure
- [ ] alternate shallow and deep rooted crops
- [ ] alternate heavy and light feeding crops
- [ ] off-farm manure
- [ ] soil amendments
- [ ] side dressing
- [ ] for organic fertilizers
- [ ] biodynamic preparations
- [ ] soil innoculants
- [ ] other

## 7. If "other," explain.

## 8. How do you monitor your fertility management? Check all that apply.
- [ ] soil testing
- [ ] observation of crop health
- [ ] comparison of crop yields
- [ ] crop quality testing
- [ ] tissue testing
- [ ] observation of soil
- [ ] other

## 9. If "other," explain.

## 10. How often do you monitor your fertility management?
- [ ] monthly
- [ ] annually
- [ ] as needed
- [ ] other

## 11. If "other," explain.

## 12. Rate the effectiveness of your fertility management program.
- [ ] excellent
- [ ] satisfactory
- [ ] needs improvement

## 13. Do you anticipate any changes to your fertility management?
- [ ] Yes
- [ ] No

**Question(s) not listed are for office use only.**

### COMPOST AND COMPOST TEA NOS §205.203(c)(2)

Manure not meeting the National Organic Standards compost requirements may be used on land growing crops for human consumption with restrictions as described in the next section. List all compost and compost tea inputs on the **Crop Input Inventory**. Provide product labels and ingredient information for inputs not OMRI listed or previously approved by MOSA.

17. Indicate your compost use. If no compost is used skip to the Manure Use Section. List inputs on the **Crop Input Inventory**.
- [ ] no compost or compost tea produced or purchased
- [ ] yes, compost or compost tea is purchased

18. If compost is produced, what composting method is used?
- [ ] in-vessel
- [ ] static aerated pile
- [ ] windrows
- [ ] other

19. If "other," explain.

20. What ingredients and additives are used?

21. If you use an in-vessel or static aerated pile system, do you maintain a temperature of between 131 and 170 degrees F for three (3) days?
- [ ] Yes
- [ ] No

22. If you use a windrow composting system, do you maintain a temperature of between 131 and 170 degrees F for 15 days, during which period the materials are turned a minimum of five (5) times?
- [ ] Yes
- [ ] No

23. What records do you keep of your composting process?

24. What additives, if any, are used in compost tea preparation? List all additives on the **Crop Input Inventory**.

**Question(s) not listed are for office use only.**

### MANURE USE NOS §205.203(c)(1)

The National Organic Standard requires that raw manure must be fully composted as defined above unless applied to fields for crops not for human consumption; incorporated into the soil 120 days prior to harvest for those crops whose edible portions have direct contact with the soil surface or soil particles; or 90 days prior to harvest for crops for human consumption whose edible portions do not contact the soil surface or soil particles. If you grow crops for human consumption and use manure not fully composted as defined above, actual dates of manure application are to be noted on the Current Year Field Plan. If crops are not for human consumption, note seasonal time of application.

27. What type of manure do you apply to organic land? Check all that apply. Warning: Human manure is prohibited for use and will require land retransition for 36 months. If no manure is used skip to the Natural Resources Section.
- [ ] no manure used
- [ ] liquid
- [ ] semi-solid
- [ ] piled
- [ ] dehydrated
- [ ] pelleted
- [ ] other

28. If "other," explain.

29. What type of crops do you grow?
- [ ] crops not used for human consumption
- [ ] crops for human consumption whose edible portion has direct contact with the soil
- [ ] other crops for human consumption

30. What is the source of the manure you use? Submit an **Off-Farm Manure & Bedding Verification form** for any off-farm manure.
- [ ] on-farm
- [ ] off-farm

31. List all manure additives, including barn lime and bedding. List purchased materials on the **Crop Input Inventory form**.

32. What months do you spread manure?

33. Do you have and follow a Nutrient Management or Conservation Plan?
- [ ] Yes
- [ ] No

34. Describe manure spreading including type of ground (sod, tilled land, crop residue), slope of land, rate of application, proximity to surface water or waterways and how runoff is prevented.

**Question(s) not listed are for office use only.**
NATURAL RESOURCES

National Organic Standards define organic production as a system managed to respond to conditions unique to your operation by integrating practices that foster cycling of resources, promote ecological balance, and conserve biological diversity. Production practices must maintain or improve the natural resources of the operation and minimize erosion. Irrigation water should not contaminate crops with prohibited materials. Appropriate conservation measures are to be maintained.

37. How do you minimize erosion and conserve natural resources? Check all that apply.
   - terraces
   - contour farming
   - strip cropping
   - under-sowing/interplanting
   - winter cover crops
   - conservation tillage
   - permanent waterways
   - keep soil covered as much as possible
   - long-term sod
   - windbreaks
   - firebreaks
   - tree lines
   - retention ponds
   - stream bank/riparian management
   - other

38. If "other," explain.

39. What soil erosion problems do you experience? Note N/A if not applicable.

40. How do you monitor soil conservation?
   - observation of soil/fields
   - other

41. If "other," explain.

42. How often do you monitor soil conservation?
   - weekly
   - monthly
   - annually
   - as needed
   - other

43. If "other," explain.

44. Rate the effectiveness of your soil conservation practices.
   - excellent
   - satisfactory
   - needs improvement

45. Do you anticipate any changes to your soil conservation practices?
   - Yes
   - No

46. If "yes," explain.

47. Water Quality and Conservation Methods: A safe Ecot/feal coliform test result is required for non-municipal water sources used for washing crops. Submit test results to MOSA.

   How are water systems used? Check all that apply. Submit test results for non-municipal water sources.
   - none
   - irrigation
   - livestock
   - foliar sprays
   - greenhouse
   - washing crops
   - other

48. If "other," explain.

49. What is your source of water? Check all that apply.
   - on-site well(s)
   - river/creek/pond
   - spring
   - municipal county
   - irrigation district
   - other

50. If "other," explain.

51. How do you protect water quality and conserve water? Check all that apply.
   - fencing livestock from waterways
   - scheduled use of water
   - sediment basin
   - land forming/laser leveling
   - filter strips used to intercept pollutants
   - calculate nutrient budgets
   - time nutrient application to avoid leaching
   - encourage infiltration in fields and pastures
   - avoid working saturated soils
   - avoid cultivating highly erodible land
   - manure, fertilizer and compost stored away from water
   - drip irrigation
   - micro-spray
   - other

52. If "other," explain.

53. List known contaminants in water supplies in your area. Indicate N/A if none are known.

54. Do any fields or portions of fields flood frequently?
   - Yes
   - No

55. If "yes," explain.

56. How do you monitor water quality and use?
   - observation of water color/odor/taste
   - observation of surface water banks
   - water testing
   - other
   - soil moisture monitoring
   - monitor for water leaks in system
   - water use tracking/metering

57. If "other," explain.

58. How often do you monitor water quality and use?
   - weekly
   - monthly
   - annually
   - as needed
   - other
59. If "other," explain.

60. Rate your water quality practices.
   - excellent
   - satisfactory
   - needs improvement

61. Do you anticipate any changes to your water quality practices?
   - Yes
   - No

62. If "yes," explain.

63. BIOLOGICAL DIVERSITY:
   How does your farm support biological diversity (a variety of life forms)? Check all that apply.
   - leaving uncultivated areas
   - diversity among farm animal species
   - diversity of crops grown
   - fencing livestock out of woods
   - hedgerows/windbreaks
   - wildlife food plots
   - wildlife corridors
   - bird/bat boxes
   - maintaining wetlands
   - raptor perches or trees at field edge
   - wildlife friendly fences
   - maintaining woodlands
   - maintain high conservation value areas
   - ground and tunnel nesting sites for native bees
   - ponds
   - providing habitat for pollinators or insect predators
   - allowing noninvasive plants in fence line and ditches
   - companion planting & intercropping
   - streambank/riparian management
   - avoiding nests or not mowing during breeding season
   - encouraging reintroducing native species
   - establishing legal conservation areas
   - other

64. If "other," explain.

65. How do you control invasive plants or animals? Methods may include use of weed and pest-free seed, planting stock, soil amendments, and mulches, new species monitoring and control, suppressing invasive species before they spread, competitive beneficial native plants, State or Federal control programs, livestock grazing, biological controls, prescribed burning, or other practices. Note N/A if not applicable.

Question(s) not listed are for office use only.

SEED AND CROP MANAGEMENT NOS §§205.105, 201, 204, 205, 206

The National Organic Standards require the use of organic seed, annual seedlings and planting stock:

- Without exception, organic seed must be used for the production of edible sprouts (for human consumption or organic livestock feed).
- Unless the NOP has issued a temporary variance, all annual seedings must be certified organic.
- Nonorganic seed or planting stock may only be used if an equivalent, organically produced variety is not commercially available in the appropriate form, quality, or quantity necessary to fulfill the needs of the operation.
- Before nonorganic seed or planting stock is used, an organic search documenting your attempts to source an organic variety must be performed.
- Nonorganic seed must be untreated and non-GMO.
- Nonorganic planting stock must be untreated post-harvest.

Organic Search Requirements

A minimum of three sources that carry organic seed or planting stock must be consulted before nonorganic seed or planting stock may be purchased.

- Use the Organic Search form to document your attempts to source organic varieties, and provide an explanation (form, quality, quantity, or variety preference) for sourcing nonorganic varieties.
- If an organic search is performed by your seed dealer, or if specific varieties are requested by your buyer, you are responsible for ensuring that the search meets these requirements.
- Alternatively, if you follow a standard operating procedure for purchasing organic seed and you source seed or planting stock from catalogs, have the catalogs you consulted (at least three companies that carry organic seed or planting stock) along with your reasons for purchasing nonorganic seed available at inspection.

68. SEED INFORMATION: Every year, a Seed Table form listing all seed, annual seedlings, and planting stock must be completed. Initial applicants should also list any seeds or planting stock used within the past 36 months. Vegetable producers may compile this information in an alternative format provided that all information requested on the Seed Table is included.

How do you source organic seed and increase organic seed use over time? Check all that apply. Use the Organic Search form to document your searches.

- check three or more catalogs that carry organic seed
- work with a seed dealer that handles organic seed
- contact three or more seed suppliers by phone, email, or in writing
- follow a standard operating procedure for purchasing organic seed (describe SOP under "other" below)
- work with producer to ensure organic seed requirements are being considered when nonorganic varieties are required

69. If "other," explain.

70. CROP ROTATION: The National Organic Standards require a crop rotation plan that maintains or improves soil organic matter, and prevents weed, pest, and disease problems. This may include sod, legumes, other nitrogen-fixing plants and green manure crops. Crops of the same species or family should not be grown repeatedly without interruption on the same field. Perennial cropping systems should use means such as alley cropping, intercropping and hedgerows to introduce biological diversity.

Do you have a crop rotation plan?
- Yes
- No rotation, perennial vegetation
If "yes," list your crop rotation plan, including any cover crops and plowdowns, for at least six (6) growing seasons. Use a separate row to describe each consecutive year. If you have multiple crop rotations, list all crop rotations in use.

Please verify the lines below. Use the table to add new items. If there isn't enough room, attach a separate list with the same column layout.

### Crop Rotation

<table>
<thead>
<tr>
<th>Rotation 1</th>
<th>Rotation 1 cover crop/ plowdown</th>
<th>Rotation 2</th>
<th>Rotation 2 cover crop/ plowdown</th>
<th>Rotation 3</th>
<th>Rotation 3 cover crop/ plowdown</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

72. **WEED MANAGEMENT:** All weed control products used in the past 36 months on land being requested for certification for the first time must be noted on the 3 Year Field History and the Input Inventory form.

- Products used or planned for use in the current year are to be noted on the Crop Summary/Current Year Field Plan form and listed on the Input Inventory form.
- Producers should utilize sanitation measures to remove disease vectors, weed seeds, and habitat for pests.
- Cultural practices, including selection of plant species and varieties adapted to site-specific conditions should be used to enhance crop health.
- Allowed synthetic materials on the National List may be used for weed, pest and disease control only when all other management practices used prove insufficient to prevent or control problems and all limitations and restrictions are followed.
- Provide labels and ingredient information for inputs not OMRI listed or previously approved by MOSA.

Do you use weed control products? **List inputs on the Crop Input Inventory.**

- Yes
- No

73. What are your problem weeds?

74. How do you prevent and control weeds? **Check all that apply.**

- Crop rotation
- Field preparation
- Prevention of weed seed set
- Delayed seeding
- Monitoring soil temperature
- Soil sterilization
- Use of fast emerging varieties
- Stale seedbed
- Mechanical cultivation
- Use of hand tools
- Hand weeding
- Mowing
- Use of approved or restricted inputs
- Livestock grazing
- Flame weeding
- Corn gluten
- Steam weeding
- Electrical
- Smother crops
- Black Javier
- Non-synthetic mulch
- Synthetic mulch
- Soap-based herbicides
- Other

75. If "other," explain.

76. What types of mulch are used? **Note N/A if none are used.**

77. If you use plastic or other synthetic mulches, is the mulch removed at the end of the growing or harvest season? **Biodegradable mulch products must be OMRI listed. List mulches on the Crop Input Inventory.**

- Yes
- No

78. If "no," explain.

79. How do you dispose of synthetic or plastic mulch? **Be aware that open burning of plastic is prohibited by the Clean Air Act.**

80. If you use newspaper or other recycled paper for mulch, do you use paper with glossy or colored inks?

- Yes
- No
81. How do you monitor your weed control?
- observation of weeds
- observation of crop health
- comparison of crop yields
- weed counts
- other

82. If "other," explain.

83. How often do you monitor for weeds?
- weekly
- monthly
- annually
- as needed
- other

84. If "other," explain.

85. Rate your weed control management.
- excellent
- satisfactory
- needs improvement

86. Do you anticipate any changes to your weed control management?
- Yes
- No

87. If "yes," explain.

88. **PEST AND DISEASE MANAGEMENT:** All pest and disease control products used in the past 36 months on land being requested for certification for the first time must be noted on the 3 Year Field History and the Crop Input Inventory. Products used or planned for use in the current year are to be noted on the Crop Summary/Current Year Field Plan and listed on the Crop Input Inventory. Provide product labels and ingredient information for inputs not OMRI listed or previously approved by MOSA.

Do you use pest control products? *List inputs on the Crop Input Inventory.*
- No
- Yes

89. What crop pests are present on your farm?
- no pest problems
- insects
- rodents
- gophers
- birds
- deer
- other animals

90. If "other animals" or "insects," specify the type(s).

91. How do you prevent or control pest damage to crops? *Check all that apply.*
- none
- crop rotation
- selection of 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 removal
- traps
- lures
- IPM
- insect repellents
- animal repellents
- release of predators/parasites of pest species
- use of approved or restricted inputs
- physical barriers
- other

92. If "other," explain.

93. What are your problem crop diseases? *Note N/A if none are known.*

94. How do you prevent or control crop diseases? *Check all that apply.*
- none
- crop rotation
- field sanitation
- selection of plant species/varieties
- development of habitat for natural enemies
- timing of planting/cultivating
- plant spacing
- vector management
- soil balancing
- solarization
- companion planting
- compost/tea use
- use of allowed or restricted materials
- other

95. If "other," explain.

96. How do you monitor for pest and diseases? *Check all that apply.*
- soil testing
- microbiological testing
- tissue testing
- observation of soil
- observation of crop health
- comparison of crop yields
- crop quality testing
- monitoring records kept
- traps for insect monitoring
- other

97. If "other," explain.

98. How often do you monitor for pests and diseases?
- weekly
- monthly
- annually
- as needed
- other

99. If "other," explain.

100. Rate your pest and disease control.
- excellent
- satisfactory
- needs improvement

101. Do you anticipate any changes to your pest and disease control?
- Yes
- No

102. If "yes," explain.

*Question(s) not listed are for office use only.*
MAINTENANCE OF ORGANIC INTEGRITY NOS §§205.201, .202, .272

The National Organic Standards require that organic production areas including pastures have distinct boundaries and buffer zones to prevent the unintended application of or contact with prohibited substances.

- Organic production areas that adjoin land not under organic management may require the establishment of a buffer area or setback fencing for organic pasture if natural barriers, roads, headlands or waterways do not provide enough separation.
- Producers may also submit a signed Verification of Adjoining Land Use (VALU) form from the adjoining land manager verifying that no prohibited products have been or will be applied to the adjoining land.
- A buffer is required unless adequate natural buffers or a signed VALU form are in place.
- Crops harvested from a buffer area are nonorganic and records need to be kept of sale or use.

105. Select the response that best describes your adjoining land use.

- Adequate natural buffers are in place for the entire operation
- Buffers or VALUs are in place - Complete the table below

Describe organic production areas that adjoin land not under organic management in the chart below and note these areas as "Conventional" on your field maps. Buffer harvests and the sale or use of buffer crops need to be recorded, either in the Field Activity Log or on the Nonorganic Crop Usage form. Note all buffers on field maps.

Please verify the lines below. Use the table to add new items. If there isn’t enough room, attach a separate list with the same column layout.

<table>
<thead>
<tr>
<th>Field ID#</th>
<th>How is contamination prevented in this area?</th>
<th>If buffer, what is the width?</th>
<th>If VALU, list the expiration date</th>
<th>Adjoining land use</th>
<th>Adjoining land manager name</th>
<th>Do you harvest crop from this buffer?</th>
<th>If harvested, describe sale or use of crop</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Comments

107. Who have you notified (in writing) of your organic status?

- No one
- Highway departments
- Electric companies
- Aerial spray companies/airports
- Residential neighbors
- Drainage commissions
- Farm Service Agency
- Other

108. If "other," explain.

109. Are roadways sprayed in your area?

110. Do you post 'No Spray' signs along roadways that adjoin organic fields?

- Yes
- No

111. How do you monitor for crop contamination from neighboring nonorganic operations?

- Visual observation
- Photographs
- GMO testing
- Residue analysis
- Wind direction/ speed data
- Other

112. If "other," explain.

113. How do you monitor the effectiveness of your crop contamination management?

- Soil testing
- Microbiological testing
- Tissue testing
- Observation of soil
- Observation of crop health
- Comparison of crop yields
- Crop quality testing
- Monitoring records kept
- Traps for insect monitoring
- Other
114. If "other," explain.

115. How often do you monitor for crop contamination?

☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other

116. If "other," explain.

117. Rate your pest control prevention.

☐ excellent ☐ satisfactory ☐ needs improvement

118. Do you anticipate any changes to your crop contamination prevention?

☐ Yes ☐ No

119. If "yes," explain.

120. Is lumber that is treated with arsenate or other prohibited materials in contact with soil used to grow organic crops or pasture?

☐ Yes ☐ No

121. If "yes," describe contact and how contamination is avoided.

EQUIPMENT: To prevent commingling and contamination, all equipment used in organic crop production must be free of nonorganic crops and prohibited materials. Contamination includes risk from oil, fuel and hydraulic fluids. Equipment used for both organic and nonorganic farming must be cleaned prior to use on organic fields or crops and cleaning records must be documented. MOSA provides a Cleaning Log form for you to document equipment cleaning.

List equipment used in crop production in the table below.

<table>
<thead>
<tr>
<th>Type of equipment</th>
<th>Own or rent?</th>
<th>Custom?</th>
<th>For organic use only?</th>
<th>If also used for conventional, transitional, or buffer crops how is it cleaned?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Comments

123. Is your equipment maintained so that fuel, oil and hydraulic fluid do not leak?

☐ Yes ☐ No ☐ Not applicable

124. HARVEST: The National Organic Standards require that organic products be handled, stored and transported in containers free of prohibited substances and/or nonorganic products which could compromise the integrity of the organic products. All recycled containers must be thoroughly cleaned prior to use and pose no risk to organic integrity.

How are your organic crops harvested? Check all that apply.

☐ mechanically ☐ by hand ☐ custom

125. If organic crops are custom harvested, describe crops, give name and contact information of custom harvester. Describe who is responsible for equipment cleaning and how it is documented. List equipment on the Equipment Table above.

126. Do you use your own equipment to do custom harvesting?

☐ Yes ☐ No

Sample Only

Do Not Complete
127. If you harvest both organic and nonorganic crops (including your conventional, transitional or buffer crops or any custom work done on nonorganic crops), how do you prevent commingling and contamination during harvest? Note N/A if not applicable.

128. What containers are used for harvesting?
- [ ] gravity wagons/boxes
- [ ] hay wagons
- [ ] chopper boxes
- [ ] truck boxes
- [ ] totes
- [ ] waxed boxes
- [ ] boxes
- [ ] bags
- [ ] other

129. If "other," explain.

130. Are totes, boxes and bags new or used?
- [ ] new
- [ ] used
- [ ] N/A

131. If totes, boxes or bags are not new, what did they contain prior to organic use? Note N/A if not applicable. All recycled containers must be thoroughly cleaned prior to use and pose no risk to organic integrity.

132. Are containers used for organic crops only?
- [ ] Yes
- [ ] No

133. If "no," describe how contamination and commingling is prevented.

134. Are any inoculants or preservatives used or planned for use on organic crops? List inputs on the Crop Input Inventory.
- [ ] Yes
- [ ] No

Question(s) not listed are for office use only.

CROP STORAGE, ON-FARM HANDLING, TRANSPORTATION NOS §§205.103, 201, 270, 272
Producers must keep organic and nonorganic crops in separate storage areas and prevent commingling and contamination. An operation with split production needs to maintain records to thoroughly document use and sales. MOSA provides the Bin Inventory and the Audit Control forms for this purpose. Twine and synthetic materials used for crop storage should be disposed of properly. Be aware that open burning of plastic is prohibited by the Clean Air Act.

137. Do you store crops? If "no," skip to the On-Farm Processing/Handling Section.
- [ ] Yes
- [ ] No

Describe your storage locations (including off-site locations) in the following table and identify storage facilities or locations (bin, crib, mow, outdoor) on facility map.

Please verify the lines below. Use the table to add new items. If there isn't enough room, attach a separate list with the same column layout.

<table>
<thead>
<tr>
<th>Crop storage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe your storage locations in the following table and identify storage facilities or locations on Facility Map.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Storage ID#</th>
<th>Type of crops stored</th>
<th>Type of storage</th>
<th>Capacity</th>
<th>Organic status of crops stored</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional comments

139. Do you use the same storage areas for organic, transitional and/or conventional crops?
- [ ] Yes
- [ ] No
140. If "yes," how do you segregate organic crops from nonorganic crops?

141. Are storage areas or units labeled?

- Yes
- No
- N/A

142. How do you clean storage units prior to storage of organic crops? 
   Note N/A if not applicable.

143. How do you prevent and control pests in crop storage areas? 
   List pest control products on the Crop Input Inventory.

- Keep areas clean
- Prevent entry
- Use traps
- Cats/dogs
- Diatomaceous earth
- Vitamin D3 bait (MOSA must approve use)
- Use of other types of bait or pest products (MOSA must approve use)
- N/A, not a problem
- Other

144. If "other," explain.

145. Are pest control products used on or around organic product? 
   List inputs on the Crop Input Inventory and provide product labels and ingredient 
   information for inputs not OMRI listed or previously approved by MOSA.

- No
- Yes

146. ON-FARM PROCESSING/HANDLING: Complex processing and handling activities require the completion of additional forms and are subject to 
   additional fees. See Producer-Handler Guidance document for a thorough overview of the distinction between producer certification, 
   producer-handler certification, and handler certification. However, some simple and routine on-farm processing/handling activities 
   can be certified as part of your Farm Organic System Plan. A few examples include washing and packaging of unprocessed vegetables 
   produced on your farm, drying and packaging of farm-produced herbs, seed conditioning, grinding feed for your organic livestock, and 
   the sale of meat raised on the farm and processed at a certified organic slaughter facility. Describe simple and routine on-farm processing/handling in the questions below.

   The National Organic Standards require an organic operation to have measures in place to prevent the commingling of organic and nonorganic products during 
   post-harvest handling, including feed processing for livestock.

   Do you perform processing/handling activities on your farm? If "no," skip to the Transportation of Crop, Feed, or Products Section.

- Yes
- No

147. What kinds of processing/handling activities are performed on your farm? A safe Ecological conforming test result is required for non-municipal water sources 
   used for washing crops. Submit test results to MOSA.

- Wash
- Package
- Dry
- Off-farm CSA share additions such as fruit, vegetables, eggs, cheese, meat, etc. (described under "other" below)

148. If "other," explain.

149. Describe how your product gets from harvest to storage, use or sales.

150. Are equipment and/or processing areas used for both organic and nonorganic products?

- Yes
- No

151. If "yes," describe steps taken to prevent commingling and contamination.

152. How do you clean processing equipment and areas? List cleaning products on the Crop Input Inventory.

153. What types of packaging materials are used? Check all that apply.

- None
- Plastic
- Paper
- Cardboard
- Wood
- Glass
- Metal
- Foil
- Waxed paper
- Natural fiber
- Synthetic fiber
- Other

154. If "other," explain.

155. Are packaging materials new or used?

- Used
- New
- Both new and used

156. If packaging materials are not new, what did they contain prior to organic use? All recycled packaging materials must be thoroughly cleaned prior to use 
   and pose no risk to organic integrity.

157. In what form are finished products shipped?

- Dry bulk
- Liquid bulk
- Tote bags
- Tote boxes
- Paper bags
- Foil bags
- Metal drums
- Mesh bags
- Cardboard drums
- Cardboard cases
- Plastic crates
- Waxed boxes
- Other

158. If "other," explain.

159. TRANSPORTATION OF CROP, FEED OR OTHER ORGANIC PRODUCTS: 
   Is there any incoming or outgoing transport of crops, feed or products?

- Yes go to next question
- No skip to Marketing/Labeling questions below.

160. Who is responsible for arranging transportation of organic products?

- Self
- Buyer
- Seller
- Other

161. If "other," explain.
162. How are organic products transported?

163. What 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 verification
- [ ] letter/contract with transport company stating organic requirements
- [ ] use of cleaning log
- [ ] other

164. If "other," explain.

<table>
<thead>
<tr>
<th>Question(s) not listed are for office use only.</th>
</tr>
</thead>
</table>

**LABELING, SALES AND RECORDKEEPING NOS §§205.103, 201**

The National Organic Standards require that records disclose all agricultural activities and transactions of the operation, be maintained for five years, and demonstrate compliance. Records are to be such that organic products can be tracked back to the field or location where they were produced and are to be accessible at inspection. All labels making an organic claim must be approved by MOSA prior to use. Submit copies of labels to MOSA, and submit color labels if colored labeling is used.

167. **MARKETING/LABELING:**
How are organic crops or products sold?
- [ ] no organic crop/produce sales
- [ ] direct to consumer
- [ ] direct to retail
- [ ] direct to bulk buyer
- [ ] other

168. If "other," explain.

169. Do you use or plan to use labels that make an organic claim? If "no," skip to the Recordkeeping Section. If labels are in use, submit copies to MOSA.
- [ ] Yes
- [ ] No

170. Do you use or plan to use the USDA organic seal and/or MOSA logo on product labels or marketing information?
- [ ] Yes
- [ ] No

171. Describe your system for verifying that all labels making an organic claim comply with the National Organic Standards.

172. **RECORDKEEPING:** MOSA requires that operators keep a log of activities applicable to your operation. The following need to be included: field preparation, planting information, application of fertility, weed/disease/pest control inputs, harvests and yields, storage, and pasture management.

What type of crop records do you keep? Check all that apply.
- [ ] field activity
- [ ] harvest
- [ ] buffer harvest and storage/usage/sales
- [ ] crop storage inventory
- [ ] crop storage cleaning
- [ ] transportation cleaning
- [ ] equipment cleaning
- [ ] sales
- [ ] other

173. If "other," explain.

174. How do you record your field activities?
- [ ] calendar
- [ ] notebook
- [ ] filing system
- [ ] journal
- [ ] electronic
- [ ] other

175. If "other," explain.

176. Who is responsible for this recordkeeping?

177. Describe your lot numbering system, including year crop grown, or other means of tracing product from seed to sale.

178. How do you keep sales records? *Updating clients will need to have sales records for the previous calendar year available for audit at inspection.*

179. The National Organic Standards require that you keep a copy of all certification documents for a minimum of 5 years. How do you intend to maintain these records?
- [ ] hard copy
- [ ] electronically
- [ ] both

180. **COMPLETE:** Is your Organic System Plan complete?
- [ ] Yes
- [ ] No

| Question(s) not listed are for office use only. |