

## Organic System Plan for Producers

Complete this form if you are applying for organic farm and crop certification. Please write N/A (Not Applicable) for each question that does not apply to your operation. *If you are requesting certification for this operation for the first time, all pages must be filled out.* Please submit a separate OSP for greenhouses, hemp, poultry, or livestock, as required. Remember to sign this form.

**Applications with incomplete sections will be returned, resulting in a return fee and delays in processing.**

C1 Application Information		NOP §205.401, §205.201(a)
Applicant(s)		OnMark Operation #
Business Name		
Scope of Organic Production Activities (Crop Production, Dairy, Stock, Layers, Pullets, etc.):		
Additional Persons(s) authorized to action on the applicant's behalf, their address(es), and their telephone number(s):		
Mailing Address		
City	State	Zip Code
Physical Address(es) (main farm, <i>if different from mailing</i> )		
Phone Number(s)		FAX Number
E-mail Address	Website or Social media (specify):	
County (or Counties) where farm(s)/ranch(es)/facility(ies) are located		
Legal Status <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Other - specify:		
If a corporation, list the state of incorporation and name:		
Certification: <input type="checkbox"/> New Applicant <input type="checkbox"/> Certified with OnMark (adding additional scope) <input type="checkbox"/> Currently certified by another certifier		
List the name(s) of any certifier of which an application has previously been made, date(s) of application, and outcome of the application submission(s): <div style="text-align: right;"><input type="checkbox"/> Not Applicable</div>		
Have you received any notifications of noncompliance or denials of certification? <input type="checkbox"/> No <input type="checkbox"/> Not Applicable (e.g. first-time application) <input type="checkbox"/> Yes, Attach a copy of these, a description of actions taken to correct non-compliances, and evidence of correction. <input type="checkbox"/> Attached are the notice, descriptions, and evidence of correction. <i>All issues and conditions for continuing certification will be reviewed as part of your OSP update and on-site inspection.</i>		
Do you have a current copy of the NOP standards and have you reviewed the sections that apply to your operation? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Do you have any timing requests? <input type="checkbox"/> Expedited      Date of Harvest:		



**NOP §205.201(a)**

If more than one crop is grown per year on the same field, put on the same line (For example Cover Crop Oats/Corn).

**Only list organic acres, not transitional or non-organic acres.**

**New Land** (to be inspected before the first organic harvest – see Timeline of Certification Policy)

2600 bushel  
3300 bu/ 60 ton

[illegible]

**Total Organic Acres:**



<b>C3 Non-Organic Production</b>	<b>NOP §205.272    <input type="checkbox"/> No Non-Organic Production</b>
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Do you grow any of the same crops organically and conventionally (parallel production)?    ☐ Yes    ☐ No  
 If yes, list crop and number of acres:

Are conventional crops and organic crops grown on the same farm or location?    ☐ Yes    ☐ No

<b>C4 Field Status and Locations other than on Main/Home Farm Address</b>	<b>NOP §205.202</b>
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Are all fields requested for certification located at the farm address above?    ☐ Yes    ☐ No  
 If no, explain circumstances below:

Complete the following table for all farm sites. The top line is for the home or main farm location.  
 If you are requesting certification for land not located at the farm address listed above, list each location on an additional line.  
 Attach additional sheets if more space is needed. Include all farms and fields on the Map(s) and Field History sheet(s).

Farms (Field IDs)	Parcel Address/ Legal Description	Total Number of Acres			Own	Rent	Distance from Main Farm
		Organic	Transitional	Conventional			
<i>Example:</i>							
<i>Home Farm</i>	<i>Home Address</i>						
<i>JW2</i>	<i>150W 350S, LaGrange</i>		<i>10</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>15 miles</i>
					<input type="checkbox"/>	<input type="checkbox"/>	N/A
					<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	
					<input type="checkbox"/>	<input type="checkbox"/>	

<b>C5 Farm, Facility &amp; Storage Map</b>
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Attach a map of the entire operation. Include all farms and fields requested for certification.    ☐ Map Attached  
 Also include all buildings, facilities, and storage areas.

Label each field with Field #/Name, planned crop(s), north arrow and buffers/neighboring land use.

**C6 Maintenance of Organic Integrity, Adjoining Land Use, & Buffers** NOP §205.201(a)(5), §205.202(c), §205.272

NOP requires that organic production areas have distinct boundaries and buffer zones to prevent unintended contamination of organic land/crops by the application of prohibited substances to neighboring, non-organic land. Crops within required buffer zones are not eligible for organic certification. Indicate buffer zones and neighboring land use on your field maps. Current, written agreements (such as Adjoining Land Use Statements) with neighboring land managers may be accepted in place of buffers.

List all buffer areas:

☐ No buffer areas required (explain):

Location/ Field Names or Numbers	Type of Buffer (crop land, tree lines, hedgerow, wildlife planting, grass strip, etc.)	Width of Buffer	Adjoining Land Use (crop land, pasture, lawn, etc.)	If crop is harvested from buffer, describe end use/disposal (sale, non-organic livestock feed, seed, etc.)

What other practices do you use to prevent accidental contamination?

Do you provide written notification to the following?

☐ Not Applicable

- ☐ signs posted along roadways   
 ☐ highway departments   
 ☐ electric companies   
 ☐ aerial spray companies/airports  
☐ adjoining landowners   
 ☐ drainage commissions/irrigation districts   
 ☐ farm service office   
 ☐ other (*specify*)

Do any fields or portions of fields flood frequently (more than once every ten years)?

☐ Yes ☐ No

If yes, list field numbers:

Are there any organic fields where there is a risk of contaminated overland flow?

☐ Yes ☐ No

If yes, describe how you divert this water:

Do you have a plan to minimize the risk of pollen drift from GMO crops?

☐ Yes ☐ No

If yes, describe:

Have your crops ever tested positive for GMOs? If yes, explain:

☐ Yes ☐ No

How do you monitor for crop contamination?

- ☐ visual observation   
 ☐ residue analysis   
 ☐ GMO testing   
 ☐ photographs   
 ☐ wind direction/speed data  
☐ other (*specify*) :

How often do you conduct crop contamination monitoring? ☐ daily ☐ weekly ☐ as needed ☐ other (*specify*):



## NOP §205.201/§205.202

Mark all new fields as "N" in the status column of the Field History.

[illegible]

**Crop Harvest/Field Activity Summary – Year:**
**NOP §205.103**   ☐ No Harvests

**Organic Production Harvests**   *\*\* Some sections are not applicable to all operations – for produce use back of sheet or use additional sheets*

Crop Harvests	Volume/ Amount Harvested	Weight/ Unit	Total Harvested	Total Dry Matter (DM) in Tons	Total Acres Harvested	Yield/ Acre	Field #'s/ Names	Planting Date(s)	Harvest Date(s)
Dry Hay 1 <sup>st</sup> Cutting									
Dry Hay 2 <sup>nd</sup> Cutting									
Dry Hay 3 <sup>rd</sup> Cutting									
Dry Hay 4 <sup>th</sup> Cutting									
Balage 1 <sup>st</sup> Cutting									
Balage 2 <sup>nd</sup> Cutting									
Balage 3 <sup>rd</sup> Cutting									
Balage 4 <sup>th</sup> Cutting									
Corn (Silage)									
Corn (ear/shelled)									
Other Grain (specify)									
Total Organic Harvested									
Other – Straw etc. (specify)									
Buffers harvested									
Non-organic crops									

Organic Crops sold Off-farm: (List or attach sheet)	Volume	Weight/ Unit	Total Sold	Dry Matter (DM) in Tons	Date Sold	Buyer/ Lot Number

Organic Crops still On-farm: (List Inventory)	Volume	Weight/ Unit	Total On Hand	Dry Matter (DM) in Tons	Year Produced	Storage Location
<b>Total Organic Crops still On-farm:</b>					<b>= Feed <u>Grown</u> On-Farm in Tons Dry Matter (DM) *</b>	

\* Use this total for inputting on the Annual Dairy Summary, as applicable



**NOP §205.201/§205.202**      ☐ **Not Applicable**

**Field Status where O = Organic, N = Newly Organic in current year, T = Transitional (transition of 36 months), C = Conventional**

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**NOP §205.201/§205.202**    ☐ **Not Applicable**

[illegible]



☐ **Not Applicable**

Field Status where O = Organic, N = Newly Organic in current year, T = Transitional (transition period of 36 months), C = Conventional

[illegible]

**C8 Seeds, Seedlings, and Planting Stock** Year: \_\_\_\_\_ **NOP §205.20** ☐ None Used/Planned

NOP requires the use of certified organic seeds unless not commercially available. If using non-organic seed, you must document your search for organic seed and you must obtain verification that seed is untreated and non-GMO. Synthetic seed treatments are prohibited unless listed on the National List. Genetically engineered/modified (GMO) seeds, seedlings, and planting stock are prohibited.

List the seeds, seedlings, and planting stock used or planned for use in the current year production:

Crop/Variety/Brand/ Supplier <i>Example: Corn/ MC535/ Byron Seeds</i>	Organic	UT- Non GMO	Name/ Brand of Inoculant or Coating <i>SP1</i>	Coating or inoculant OMRI listed? <i>Y</i>	Amount Bought/ Date <i>6 bags 4/15/18</i>	Amount Used/ Date <i>6 bags 5/27/18</i>	Planned/ Actual Fields <i>#2 &amp; #3</i>	# of Acres <i>18</i>
	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>						

Additional sheets may be attached as needed. Produce growers may submit seed order sheets or receipts instead of listing the items above. Have all receipts, tags, packets, labels, and supporting documents available for on-site inspection.

Do you keep seed back for future seed use ☐ Yes ☐ No

Seed Inventory for Future Use:

Crop/Variety/Brand/Supplier	Organic	UT- Non GMO	Name/Brand of Inoculant or Coating	Amount on Hand	Date Purchased/ Produced
	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>			

Seed and Planting Stock Search – Describe attempts to find organic seeds or planting stock before using untreated, non-GMO varieties (attach additional sheet if necessary):

**C9 Material Inputs List**
**NOP §205.201(a)(2)**
☐ **No Inputs Used/Planned**

List all fertility inputs (including manure and compost), soil amendments, soil mix ingredients, pest, weed and disease control products, water additives, forage inoculants, and other inputs used or planned for use in the current year. All products for use, must be approved by OMRI, WSDA, or OnMark before use. OnMark must be notified immediately of any prohibited materials used whether intentionally or unintentionally. All inputs used during the current year must also be listed on your Field History sheet. If you use a restricted input, you must provide evidence of how you will address the material's restrictions. **Have all receipts and labels available for on-site inspection.**

Input/Product Name	Manufacturer or Brand Name (Not Dealer)	OMRI listed	Reason for Use	If restricted, state how plan to use within NOP guidelines.
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
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		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		

**C10 Compost Use**
**NOP §205.203, §205.203(c)(2)**
☐ **No Compost**

Compost is the product of a managed process through which microorganisms break down plant and animal materials into more available forms suitable for application to the soil.

List all compost feedstocks, ingredients and additives:

Does compost or vermicompost contain manure? ☐ Yes ☐ No

**IF NO STOP HERE, PROCEED TO C12 BELOW**

What composting method do you use? ☐ in-vessel ☐ static aerated pile ☐ windrows ☐ other (specify)

What is your initial carbon to nitrogen ratio (C:N)?

Do you monitor temperature? ☐ Yes ☐ No

If using in-vessel or static aerated pile system, do you maintain the composting materials at a temperature of 131° to 170° F for 3 days? ☐ Yes ☐ No ☐ None

If using a windrow (turned pile) system, do you maintain the composting materials at a temperature of 131° to 170° F for 15 days and turn the pile at least five times during that 15-day period ☐ Yes ☐ No ☐ None

Do you produce or use any vermicompost (worm castings) or compost extracts (teas) ☐ Yes ☐ No

If yes, list all vermicompost feedstocks, ingredients and additives:

If manure is used, it is fully composted before addition to the worm composting system? ☐ Yes ☐ No

Do you maintain a compost production record? ☐ Yes ☐ No

**C11 Manure Use/ Restrictions**
**NOP §205.203, §205.203(c)(1)**
☐ **No Manure**

What forms of manure do you use? ☐ liquid ☐ semi-solid ☐ piled ☐ fully composted ☐ dried ☐ other (specify)

Are any organic crops for human consumption? ☐ Yes ☐ No

If yes, does the edible portion have direct contact with the soil? ☐ Yes (requires >120 day application prior to harvest)  
☐ No (requires >90 day application prior to harvest)

Are the above application dates documented? ☐ Yes ☐ No

Manure applications and harvest dates will be reviewed at on-site inspection.

What is the source of manure? (check all that apply) ☐ On-farm ☐ Off-farm

If on-farm manure, list manure source, ingredients, or additives: ☐ None

If off-farm manure, list all sources/suppliers of off-farm manure: ☐ None

How do you verify that all manure from non-organic operations is free of prohibited contaminants and additives (such as odor and fly control products or prohibited lime/gypsum products)?

List or attach information about additives to non-organic manure: ☐ Info attached

**C12 Soil and Crop Nutrient Management**
**NOP §205.203, §205.206**

NOP requires active management of soil fertility and crop nutrients, as well as the prevention of soil erosion and contamination of crops, soil, and water. A “restricted” input refers to an approved material on the National List (NOP §205.601 and §205.602) which has specific instructions for its use. If you use a “restricted” material, you must provide evidence of how you address the material’s restrictions. Under NOP §205.201(a)(3), the operator must describe monitoring practices used to verify that the OSP is implemented and effective.

What are your soil types? (list soil types or describe soil texture)

How do you monitor the effectiveness of your fertility management program?

- ☐ soil testing      ☐ microbiological testing      ☐ plant tissue testing      ☐ observation of soil  
☐ observation of crop health      ☐ comparison of crop yields      ☐ crop quality testing      ☐ other (specify)

Attach copies of most recent test results – Field ID must correlate with Field Map      Copies Attached?    ☐ Yes    ☐ No

Latest soil test (if applicable): Date: \_\_\_\_\_ Average Organic Material (OM): \_\_\_\_\_ pH: \_\_\_\_\_

What are your known soil nutrient deficiencies? ☐ No deficiencies

How often do you conduct fertility monitoring?    ☐ weekly      ☐ monthly      ☐ annually      ☐ as needed      ☐ other (specify)

Rate the effectiveness of your fertility management program:    ☐ excellent      ☐ satisfactory      ☐ needs improvement

What changes do you anticipate?

What are the major components of your soil and crop fertility plan?

- ☐ crop rotation      ☐ green manure plowdown/cover crops      ☐ plant tissue testing      ☐ observation of soil  
☐ observation of crop health      ☐ comparison of crop yields      ☐ crop quality testing      ☐ other (specify)

Do you use any of the following restricted fertility inputs? ☐ None used

Sodium (Chilean) nitrate    ☐ Yes    ☐ No

Synthetic micronutrients    ☐ Yes    ☐ No

If yes, how do you document deficiencies?    ☐ Soil/tissue testing    ☐ Other documented/verifiable method (describe)

Potassium chloride    ☐ Yes    ☐ No

If yes, how do you minimize chloride accumulation in the soil?

Do you apply the following:    ☐ Lime      ☐ Gypsum      ☐ Other minerals      ☐ None used

If yes, do you have documentation to verify it is from a natural, mined source?    ☐ Yes    ☐ No

Do you burn crop residues?    ☐ Yes    ☐ No

If yes, describe what materials are burned and the reason:

Do you apply municipal leaf litter, clippings, or other municipal compost materials to fields?    ☐ Yes    ☐ No

If yes, have you verified that these materials do not contain prohibited substances (such as sewage sludge)?    ☐ Yes    ☐ No

**C13 Natural Resources & Biodiversity Conservation Management**
**NOP §205.200, §205.203**

**NOP rules require that production practices maintain or improve the natural resources of the operation, including soil and water quality. Practices must minimize erosion.**

**Soil**
☐ **No In-Ground Production**

**What soil conservation practices do you use?**

- ☐ terraces    ☐ contour farming    ☐ strip cropping    ☐ under-sowing/interplanting    ☐ firebreaks    ☐ windbreaks / tree lines  
☐ winter cover crops    ☐ conservation tillage    ☐ permanent vegetated waterways    ☐ retention ponds    ☐ riparian management  
☐ long term sod    ☐ avoid steep slopes and highly erodible land    ☐ other (specify):

**What soil erosion problems do you have (describe issue and fields)?**

☐ **No Erosion Problems**

**Describe how you attempt to minimize erosion problems listed above:**

**Water**
☐ **No Water Use for Crop Production**

**Water Use** (check all that apply): ☐ irrigation    ☐ foliar sprays    ☐ washing of crops    ☐ greenhouse    ☐ other (specify)

**Source(s) of water:** ☐ on-site well    ☐ river    ☐ creek    ☐ spring    ☐ pond    ☐ municipal    ☐ irrigation district    ☐ other (specify)

**Type of irrigation system:** ☐ none    ☐ drip    ☐ flood    ☐ center pivot    ☐ other (specify)

**How do you conserve water?** ☐ scheduled use of water for conservation    ☐ tensiometer/monitoring    ☐ drip irrigation/micro-spray

☐ plant regionally appropriate crops/varieties    ☐ encourage infiltration in fields and pastures    ☐ other (specify)

**What input products are applied through the irrigation system?**

☐ **No irrigation inputs**

**What products are used to clean irrigation lines and nozzles?**

☐ **No cleaners for system**

**Is the system shared with another operator?** ☐ Yes    ☐ No

If yes, what measures are taken to prevent contamination of your organic crops?

**What practices are used to protect water quality?** ☐ fencing livestock from waterways    ☐ leave riparian buffer beside crops

☐ calculate nutrient budgets    ☐ prevent nutrient leaching from over-irrigation    ☐ increase organic matter for better infiltration

☐ manage inputs to avoid waterway contamination    ☐ land forming    ☐ other (specify)

**How do you prevent run-off of manure, fertilizers or contaminated waters to surface water and neighboring properties?**

☐ No concerns/flat property

**Describe the location and type of any water contamination problems and explain the cause:**

☐ **None**

**How often do you conduct water quality monitoring?** ☐ weekly    ☐ monthly    ☐ other (specify)

**Biodiversity**

**What steps do you take to provide wildlife habitat and conserve biodiversity?**

- ☐ invasive species monitoring/removal    ☐ work with neighbors/others    ☐ promote native plants/wildlife  
☐ establish legal conservation areas    ☐ timing of farm activity to benefit wildlife    ☐ other (specify)

**How do you monitor the effectiveness of your natural resources conservation program?**

☐ soil testing    ☐ visual observation    ☐ species counts    ☐ other (specify)

**How often do you monitor conservation and biodiversity management?** ☐ weekly    ☐ monthly    ☐ annually    ☐ other (specify)

**Do you keep a written record of conservation and biodiversity monitoring activities?** ☐ Yes    ☐ No

**For perennial cropping systems, how do you introduce biological diversity into your operation?**

☐ hedgerows    ☐ intercropping    ☐ alley cropping    ☐ other (specify)

**C14 Crop Management**
**NOP §205.205**

NOP rules require crop management practices that address soil organic matter, erosion control, plant nutrients, weeds, pests, and disease. A crop rotation is required to include soil building materials such as sod, cover crops, green manure crops and patch crops. Please use additional sheets as required.

**Crop Rotation Plan & Timeframe**  
 (use one line for each rotation used)

**Field Numbers/Names of Rotation Plan**
*Example: Corn – Soybeans – Small Grain – Hay (2 years)*
*Home Farm, Fields 1-10*


How do you monitor the maintenance or improvement of soil organic matter? ☐ soil testing ☐ visual observation ☐ other (specify)

**C15 Weed, Pest, & Disease Management**
**NOP §205.206**

See the National List §205.601 for allowed synthetic substances when management practices are not enough to prevent or control weed, pest, and disease problems.

List your problem weeds:

☐ No weed problems

What weed control methods do you use? (check all that apply)

- ☐ crop rotation ☐ field preparation ☐ delayed seeding ☐ mowing ☐ livestock grazing ☐ approved herbicides  
☐ hand weeding ☐ mechanical cultivation ☐ flame weeding ☐ smother crops ☐ use of fast emerging varieties  
☐ other (specify)

If you use plastic or other synthetic mulch, is it removed at the end of the growing or harvest season? ☐ Yes ☐ No ☐ N/A

If you use newspaper or other recycled paper for mulch, do you use paper with glossy or colored inks? ☐ Yes ☐ No ☐ N/A

What are your problem pests?

☐ No pest problems

What strategies do you use to control pest damage to crops?

- ☐ crop rotation ☐ selection of plant species/varieties  
☐ timing of planting companion ☐ release of predators/parasites ☐ lures/traps/repellents/habitat for natural enemies  
☐ Integrated Pest Management (IPM) ☐ use of allowed/restricted products ☐ physical removal ☐ physical barriers  
☐ other (list them here)

List your problem crop diseases:

☐ No disease problems

What disease prevention strategies do you use? (check all that apply):

- ☐ crop rotation ☐ field sanitation  
☐ selection of plant species/varieties ☐ timing of planting/cultivating ☐ plant spacing ☐ soil balancing  
☐ use of approved/restricted materials ☐ other (list strategies here)

How do you monitor the effectiveness of your pest, weed, & disease management program?

- ☐ testing ☐ visual observation ☐ comparison of crop yields ☐ pest/weed counts  
☐ use of consultant or advisor services ☐ other (specify)

How often do you conduct weed, pest, & disease monitoring?

How effective is your weed, pest, & disease management program: ☐ excellent ☐ satisfactory ☐ needs improvement

What changes do you anticipate on your farm operation to manage weeds, pests and disease?

**C16 Equipment**
**NOP §205.272** ☐ No equipment used

List all equipment used for tillage, planting, cultivation, spraying, harvesting, transporting crops, etc.

Equipment Name	Owned	Rented	Custom	Used with Organic Crops Only	How is Equipment Cleaned Before Use on Organic Fields/Products?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

If equipment is used for harvesting both organic and buffer crops, how do you protect organic crops from contact with buffer crops?

Could any equipment have been contaminated by previous uses?

☐ Yes

☐ No

If yes, describe:

If sprayer used: What type?

☐ No sprayer

Was sprayer purchased new or used?

☐ New

☐ Used

If used, describe clean-out prior to use with organic crops, including what cleaning products were used (attach additional sheet if needed):



**C17 Storage**
**NOP §205.272 ☐ No Storage**

Operators must store organic crops in ways that prevent commingling and contamination.

Storage Locations (Must be identified on farm map):

Farm Map Attached: ☐ Yes ☐ No

Storage ID#/Name		Type of Crops Stored	Type of Storage	Capacity/ Size	Organic (O), Transitional (T), Buffer (B), Conventional (C)

Do you use the same storage areas for organic, transitional, buffer, and or conventional crops? ☐ Yes ☐ No

If yes, describe how you separate organic crops from non-organic crops:

How do you clean storage units before the storing of organic crops?

How do you prevent/control insect pests and rodents in crop storage areas?

☐ No problems

If products are used in storage areas, list product names/manufacturers on Material Input List and attach labels.

**C18 Harvest**
**NOP §205.272 ☐ No Harvest**

NOP §205.272(b)(1) and (2) require that containers, bins, and packaging materials must not contain synthetic fungicides, preservatives, or fumigants. All reusable containers must be cleaned before use and pose no risk of contamination.

How are your organic crops harvested? (check all that apply) ☐ mechanical ☐ by hand ☐ custom

If custom, provide name and contact information for the harvester:

Describe steps taken, including equipment cleaning, to protect organic crops from commingling (mixing with non-organic materials or products) and contamination during harvest:

What types of containers are used for harvesting?

- ☐ gravity wagons/boxes
 ☐ hay wagons
 ☐ truck boxes
 ☐ wooden totes
 ☐ plastic containers
 ☐ other (list other containers):

Are the containers used for organic crops only? ☐ Yes ☐ No

Describe any potential contamination or commingling problems you may have in the harvesting of organic crops: ☐ None

Do you use a lot numbering system for organic products? ☐ Yes ☐ No

If yes, describe:

<b>C19 Transportation</b>	<b>NOP §205.272</b>	<input type="checkbox"/> <b>No transporting of organic products</b>
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Who is responsible for arranging transportation of your organic products?   ☐ self   ☐ buyer   ☐ other (describe)

Describe how your organic products are transported:

What potential contamination or commingling problems do you have with the transport of organic crops?   ☐ None

What steps are taken to protect the integrity of organic products during transport?

- ☐ dedicated organic only   
 ☐ inspection of transport units prior to loading   
 ☐ cleaning of transport units prior to loading  
☐ use of Clean Transport Statements   
 ☐ statement/contract with transport company stating organic requirements  
☐ other (describe)

<b>C20 Post-Harvest Handling</b>	<b>NOP §205.272</b>	<input type="checkbox"/> <b>No post-harvest handling</b>
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NOP §205.201(a)(5) requires handling procedures that do not mix organic with non-organic crops or prohibited materials. Some handling/processing requires completion of an OSP for Handlers.

Where is handling/processing conducted?   ☐ on-farm   ☐ off-farm

Who does the handling/processing? (*check all that apply*):

- ☐ self (the producer)  
☐ custom operator on-farm with your supervision and control (ex custom baler).  
☐ off-farm commercial handler (ex. seed cleaner, feed mill). Must be certified organic. Please attach organic certificate  
☐ other (*describe*):

Describe your post-harvest handling procedures and equipment:

(*Examples: threshing, shelling, seed cleaning, drying, grinding, rinsing, washing, bagging, mixing, roasting, pressing, etc.*)

Processed products end use (*check all that apply*):   ☐ used on-farm   ☐ used off-farm   ☐ sold  
☐ other (*list other use*):

Is the processing area and equipment used for both organic and non-organic products?   ☐ Yes   ☐ No

If yes, describe steps taken to prevent commingling and contamination:

Packaging material(s):   ☐ None

Does packaging present any contamination potential for your organic products?   ☐ Yes   ☐ No  
 If yes, describe:

Include any additional inputs used on/with processed products (i.e. wax coatings, sanitizers, etc) on Material Inputs page.

**C21 International Markets**
☐ No International Marketing

Complete this section if you plan to export organic products to other countries, and/or if you would like international equivalencies listed on your organic certificate. You may attach additional sheets if necessary.

List all organic crops you plan to export:

Crop	Destination (check all that apply)						Field Name(s)/ Number(s)
	Canada	Switzerland	Europe	Taiwan	Japan	Korea	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Do you plan to label crops to be exported? ☐ Yes ☐ No

If yes, complete the following:

Do these labels meet the labelling requirement of the destination country? ☐ Yes ☐ No

Has OnMark reviewed and approved the labels for export? ☐ Yes ☐ No (attach color labels for review)

**C22 Crop Marketing**
**NOP §205.300, §205.303, §205.311**
☐ No Marketing of Products

Type(s) of marketing used for your organic crop product(s):

- ☐ farmers market      ☐ market direct to retail      ☐ CSA/subscription service      ☐ wholesale  
☐ bulk commodities to processor      ☐ contract to buyer      ☐ other (specify):

Products are packaged for (check all that apply): ☐ retail ☐ wholesale ☐ no packaged products

Do you use or plan to use labels on your products? ☐ Yes (If yes, attach full color copies of all labels you use.) ☐ No

If yes, do your labels include the phrase "Certified Organic by OnMark" or a similar phrase directly below your business contact information? ☐ Yes ☐ No

List all other marketing materials and methods used (i.e. websites, brochures, signs, market displays):

*Attach full color copies of all organic product labels and marketing materials. The use of the OnMark and/or USDA logo(s) is voluntary and both are available from OnMark in electronic & print form. The use of either seal must be according to NOP regulations and must be pre-approved by OnMark.*

**C23 Record Keeping System**
**NOP §205.103**

The NOP Rule requires that records disclose all activities and transactions of the operation, be maintained for five years, and demonstrate compliance with the NOP Rule. Organic products must be tracked back to the field/location where they were produced/harvested.

Your records must be kept for review by on-site inspector, OnMark, and the NOP for five years.

OnMark require Dairies to complete an Annual Crop Summary and any supplemental information for verification.

Do you keep additional records? ☐ Yes, if so, describe below or attach ☐ No

Do you keep records onsite for review for up to five years? ☐ Yes ☐ No

**Affirmations - Initial each statement after reading****NOP §205.400/§205.401**

**By signing below, you are acknowledging the following statements in full:**

- I/We have reviewed the USDA National Organic Program (NOP) regulations in the Code of Federal Regulations (CFR) Part 205 relevant to my/our operation.
- I/We have asked OnMark for clarification of any points that were unclear, such that I/we now understand the regulations as they apply to my/our operation. I/We agree to comply with all applicable organic production and handling regulations.
- I/We affirm that the attached Organic System Plan (OSP) accurately describes all aspects of my/our current organic operation.
- I/We will follow this plan and maintain all appropriate records and documentation.
- I/We will submit updates to the certifying agent whenever substantive changes are made, thus ensuring that the application/OSP consistently reflects the practices of my/our current organic operation.
- I/We have kept a copy of my/our application, OSP, and all applicable attachments and addenda.
- I/We will immediately notify OnMark Certification of any change(s) in my/our certified operation, or portion of it, that may affect its compliance with the National Organic Policy Act or regulations.
- I/We agree to immediately notify OnMark concerning any application, including drift, of a prohibited substance to any field, production unit, site, facility, livestock, or product that is part of my/our operation.
- I/We will permit on-site inspections by OnMark and its designated representatives, with complete access to the production and/or handling operation, including non-certified production and handling areas, structures, and offices.
- I/We understand that the operation may be subject to announced and/or unannounced inspections and/or sampling at any time, as deemed appropriate to ensure compliance with NOP Regulations.
- I/We agree to maintain all records applicable to the organic operation for not less than five years beyond their creation, and to allow authorized representatives of the Secretary of Agriculture, applicable state organic program's governing state official, and certifying agent access to such records during normal business hours for review and copying to determine compliance.
- I/We agree to submit applicable fees charged according to the fee schedule by OnMark.
- I/We understand that a certifying agent's acceptance of this form in no way implies granting of certification.
- I/We affirm that all information in this application/OSP is true and accurate to the best of my/our knowledge.
- I/We grant permission and give consent for use of photographs taken of farm/livestock for press releases and promotional material.

☐ **The signature below is from an authorized representative of the operation applying for certification.**

**Signature of operator(s):** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed name(s):** \_\_\_\_\_

**Keep a copy of everything you send to OnMark for your records (required to maintain for five years)**

**Mailing Information**

**Submit all applications and payments to:**

**OnMark Certification Services, LLC**  
**60324 Missouri Avenue**  
**Goshen, IN 46528**

**Phone: (574) 971-8479 Fax: (574) 971-5424 Email: [office@onmarkcertification.com](mailto:office@onmarkcertification.com)**