



OSP Ruminant and Swine

Important:

- In order for this form to properly import into the PCO certification system, please save a copy of this form to your desktop and fill out via Acrobat Reader.
- Please DO NOT fill out this form using Preview (Mac) or in your internet browser (e.g. Internet Explorer, Firefox, Safari) as this will cause your data to be lost.
- When sending to PCO, please DO NOT “Print to PDF” as this renders an unreadable form. Please simply “save” the PDF document and send this document to PCO.

Instructions: Use this form if you are requesting organic certification of dairy stock or livestock slaughter stock. Poultry producers must use the OSP Poultry form. A separate OSP Crops form must be filled out if you are growing your own feed, pasture, or other organic crops for sale. Use additional sheets if necessary. If you are a new applicant, attach a completed General Information form. Do not leave any applicable sections blank, write “none” or “not applicable”.

SECTION 1 - General Information §205.201

Primary Contact First Name: M.I.: Last Name:

Business Name:

1.1 Is this farm:

- Organic only
- Organic and nonorganic (i.e. split or parallel production)

a) If organic and non-organic, list livestock that are managed non-organically including the type and number of all other livestock (non-organic or not requested for certification) that you have in your operation:

1.2 Does this operation engage in any handling (e.g. milking or livestock for slaughter) or processing (e.g. milk bottling, butchering, feed processing) of organic livestock or livestock products?

- No (Skip to Section 2)
- Yes (Complete chart below)

a) Additional forms may be required depending on the type of processing or handling activity you conduct. Complete the below table to determine what additional forms are required.

	Type of Activity	Applicable OSP Form / Section
<input type="checkbox"/>	I/We milk animals, cool, store, and sell milk.	Must complete Section 9 of this form
<input type="checkbox"/>	I/We sell live animals for slaughter or through an auction facility.	Must complete Section 10 of this form
<input type="checkbox"/>	I/We process feed for our own animals.	Must complete Section 12 of this form
<input type="checkbox"/>	I/We process, package or otherwise handle organic products such as: <ul style="list-style-type: none"> ● Bottle or pasteurize milk ● Process cheese ● Slaughter animals on-farm ● Feed processing for sale/distribution 	Must complete OSP Processor-Handler and be certified under the handling scope
<input type="checkbox"/>	I/We do other processing/handling activities that are not covered above. Describe:	May need to complete OSP Processor-Handler

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OSP Ruminant and Swine V5 11/13/24

2.1 Livestock Requested for Certification: Complete the following table for all livestock requested for certification

Production Group/Class <i>(examples: milk cows, heifers, calves, steers, ewes, kids)</i>	Type(s) or Breed(s)	# of Animals	Product(s) <i>(examples: milk, meat, fiber, live animal sales)</i>

- a) Do you have conventional females used to produce organic slaughter eligible youngstock?
 Yes
 No

2.2 When did you begin organic management or when do you plan to begin organic management (including 100% organic feed and organic health management)?

2.3 Do you board livestock elsewhere / off-farm?

Note: Off-Farm Boarding Supplement must be completed prior to moving livestock

- No
 Yes, Off-Farm Boarding Supplement attached

2.4 Do you provide boarding services to/for other organic livestock operations?

- No
 Yes, list the types/groups of animals boarded on-site including length of time they are on-site:

DAIRY ANIMALS:

2.5 Is this a dairy operation?

- No (Skip to Section 3)
- Yes (Answer questions a-c below)

a) For new clients: Are you currently transitioning a dairy herd?

- Yes. Provide date when one-year transition will be complete:
- No

b) For new clients: what is your estimated first organic milk ship date?

c) Provide milk company name and contact information:

- N/A, no milk contract

All organic livestock must be from certified organic sources unless breeding stock was purchased prior to the last third of the gestation period. Dairy herds are permitted a one-time whole herd conversion over a 12-month period – see §205.236(a)(2).

3.1 Do you raise replacement animals on farm?

- Yes
 No
 N/A

3.2 Do you purchase any livestock?

- No (Skip to Section 4)
 Yes, all documentation listed below is kept as part of my recordkeeping system

Note: Ensure that you have ALL of the documentation below for ALL purchased animals available at inspection:

- Purchase source
- Invoice/receipt showing purchase
- Organic certificate for seller showing livestock certification
- Type of livestock
- Identification (tag number, name, etc.)
- Date of purchase
- Birth Date
- Documentation that all animals have been under continuous organic management since the last third of gestation (e.g. herd list, statement from seller)

3.3 Do you buy animals through auction facilities?

- No (Skip to Section 4)
 Yes (Answer question a below)

a) If yes, provide the name, address and phone number of the auction facility you are purchasing animals from and attach organic certificate:

- Organic certificate attached

4.3 How have you determined the dry matter demand figure reported above?

I use a known reference to estimate the dry matter demand.

Specify reference used:

I utilize a nutritionist to determine dry matter demand.

I use rations fed during the non-grazing season (no pasture fed) to determine dry matter demand.

Other (specify):

4.4 Does the dry matter demand (i.e. total amount animals need to consume) of your livestock production groups vary seasonally?

No

Yes

a) If yes, explain:

4.5 How will you calculate dry matter intake from pasture (pounds of pasture consumed) for each type/class of ruminant livestock?

Using the tables and worksheets provided by PCO (subtraction method)

Using other calculation method (explain) and published reference material (list source):

Ruminant Feed Rations Plan

4.6 Submit total feed rations for each class of ruminant livestock you manage, including all feed produced on-farm and purchased from off-farm sources, on the PCO Feed Ration Record / DMI Calculation Worksheet. Multiple feed ration records are required to cover all feed rations fed throughout the year for each class of animal, including grazing and non-grazing season rations.

Feed Ration Record / DMI Calculation Worksheets attached

4.7 Describe how you document the amount of each type of feed actually fed to each type and class of animal, including changes that are made throughout the year in response to seasonal grazing changes (*NOTE: Feed as actually fed records are required to be kept for each type and class of animal. Feed as fed records will be verified at inspection*):

4.8 What is your plan for emergency feed supplies?

a) Grazing season emergency grazing and pasture plan:

b) Non-grazing season emergency feed plan:

SWINE

N/A, I do not manage swine (Skip to question 4.11)

4.9 Describe the total feed ration provided to your organic swine for each stage of life, including feed type and lbs/animal/day:

4.10 What is your plan for emergency feed supplies?

Feed/Bedding Storage

4.11 Feed and Bedding Storage:

List all of your feed storage (including wrapped bales) and bedding storage (if using roughages like hay or straw) locations in the table below. Organic certificates must be available for the inspector to verify.

Type of Crop/Feed Stored	Type of Storage <i>(include Storage ID# used)</i>	Size/Capacity	Purchased, Grown or Both?

Feed Supplements for All Livestock

Feed supplements and additives are anything you add to livestock feed for a specific nutritional need or to improve nutrient balance of the total ration. All agricultural ingredients in feed supplements and additives, such as molasses, must be organic. All feed supplements and additives used must be reviewed and approved by PCO prior to use.

4.12 List all feed supplements and additives, including vitamins, minerals, silage inoculants, etc. on your Materials Used Form. Additionally feed supplements and additives, including vitamins, minerals should be listed on your Feed Ration/DMI worksheets.

- Included on Materials Used Form
- Added to Feed Ration/DMI worksheets.

Water used for organic livestock must be potable and readily accessible. Water tests for coliform bacteria, nitrates and/or known contaminants may be required.

5.1 How do you provide clean water to your livestock?

- On-site well
- River/Creek/Pond
- Spring

- Municipal / County/District Irrigation
- Other (specify):

5.2 List all water additives on the Materials Used Form.

- Included on Materials Used Form.
- No additives used

5.3 If livestock have access to a river, creek, or pond, how do you prevent bank erosion?

- N/A, no access

Livestock living conditions must provide reasonable freedom of movement, lack of crowding, proper sanitation, fresh air, sunshine, appropriate shelter and adequate bedding.

Shelter must be designed to allow for, over a 24-hour period, sufficient space and freedom to lie down, turn around, stand up, fully stretch their limbs, and express normal patterns of behavior; temperature level, ventilation, and air circulation suitable to the species; reduction of potential for livestock injury; and indoor housing must have areas for bedding and resting that are sufficiently large, solidly built, and comfortable so that animals are kept clean and dry, as appropriate for the species, and free of lesions.

In confined housing, enough stalls must be present to provide for the natural behaviors of the animals. A cage must not be called a stall.

Pasture is required for ruminants with daily grazing provided during the grazing season (unless temporarily confined).

6.1 Complete the table below to describe housing and/or confinement areas for all groups/ages of livestock. If additional rows are needed, use the OSP Ruminant and Swine Addendum.

N/A, no housing structures provided (e.g. cattle on rangeland with trees) (Skip to question 6.2)

Livestock Type	Housing Type	When Used / Stage of Life	Size	# Animals housed	# Stalls (if applicable)	Outdoor access?
Ex. Dairy Calves	Calf hutches and pen	Up to 3 months	10' x 12'	5	5	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No

6.2 Does housing/shelter you provide for each type/class of livestock allow for the following (check all that apply):

- Sufficient space and freedom to lie down, turn around, stand up, fully stretch their limbs and express normal patterns of behavior within a 24-hour period
- Temperature control, ventilation, and air circulation
- Reduction of potential injury
- Indoor housing that has bedding and resting areas that are sufficiently large, solidly built and comfortable to keep animals clean, dry and free of lesions

a) If an item isn't checked above, provide an explanation as to why housing/shelter is not designed to provide the unchecked item:

6.3 How long are animals indoors (hours per day)?

Spring Fall

Summer Winter

6.4 Describe how you keep housing, pens, runs, equipment and utensils properly cleaned and disinfected to prevent cross-infection and build-up of disease carrying organisms. Include method and frequency of cleaning for all types of animals including each group of cattle, as applicable.

6.5 Do you use sanitation or cleaning products when cleaning housing/shelter?

No

Yes. Sanitation products used are listed on the Materials Used Form

6.6 Describe how you manage yards, feeding areas, and lanes to keep them well-drained and clean, and to prevent runoff of wastes and contamination of water, or drainage across property boundaries.

6.7 Check the sources of shade that are provided within outdoor access areas (check all that apply):

Trees

Unenclosed shade structure

Enclosed shade structure such as free-stall barn (not consider outdoors or outdoor space)

6.8 Does your outdoor access area include soil?

- No (Skip to question 6.9)
- Yes

a) If yes, does it contain vegetative cover that is appropriate to the climate, season and species?

Yes

No, explain:

6.9 NON-GRAZING SEASON - describe outdoor access areas:

Type/Class of Animal	Description of Outdoor Access Area	How often do animals have access?
<i>Ex: Dairy and dry cows</i>	<i>75' x 50' feed lot</i>	<i>daily</i>

RUMINANTS

N/A – I do not have ruminants (Skip to Swine section)

6.10 Do all ruminant animals have access to pasture, including calves over 6 months old?

- Yes (Skip to question 6.11)
- No

a) If no, explain:

6.11 For dairy calves that are individually housed prior to weaning:

N/A, I do not individually house dairy calves prior to weaning (Skip to Swine section)

a) Do they have enough room to turn around, lie down, stretch out when lying down, get up, rest, and groom themselves?

- Yes
- No

b) Are they able to see, smell, and hear other animals?

- Yes
- No

SWINE

N/A – I do not have swine on my operation. (Skip to Temporary Confinement section)

6.12 Swine must be housed in groups. Declare scenarios of individual housing of swine (check all that apply):

- N/A, always group house swine
- Sows at farrowing and during the suckling period
- Boars
- Aggressive animals (must be multiple documented instances of aggression)
- Animals recovering from an illness

6.13 How do you ensure that animals are routinely fed over a 24-hour period when there are fewer stalls than animals?

6.14 Describe the types of rooting materials provided both inside and outside.

6.15 Do you use gestation or farrowing crates?

- Yes
- No
- N/A, no farrowing

6.16 Do you use piglet cages or flat deck housing systems?

- Yes
- No
- N/A, no farrowing

Temporary Confinement

This is defined at §205.2 as “occurring for a limited time only (e.g., overnight, throughout a storm, during a period of illness, the period of time specified by the Administrator when granting a temporary variance), not permanent or lasting.”

6.17 Complete this table to indicate if animals are confined for the allowed reasons (identified in the first column) and provide additional details regarding temporary confinement.

Allowed Reasons for Temporary Confinement	Type/Class of Livestock	Duration of Confinement	Specific Reason
<input type="checkbox"/> Inclement weather			
<input type="checkbox"/> Animals stage of life (does not include lactation)			
<input type="checkbox"/> Health, safety, or well-being of the animal			
<input type="checkbox"/> Risk to Soil and Water			
<input type="checkbox"/> Healthcare (does not include lactation nor various stages of life)			
<input type="checkbox"/> Sorting and Shipping of Livestock			
<input type="checkbox"/> Breeding (only for the act of breeding itself)			
<input type="checkbox"/> 4-H, FFA, and Other Youth Events (1 week before demonstration, through event, and 1 day after)			
<input type="checkbox"/> Lactation (may only deny pasture for 1 week after lactation for dry off)			
<input type="checkbox"/> Birthing/Parturition (3 weeks prior, during, and 1 week after)			
<input type="checkbox"/> Dairy Calves (up to 6 months provided that confinement allows for lying, standing, stretching and free movement. May not be individually housed after 6 months)			
<input type="checkbox"/> Milking (short daily periods only. Cannot be used to deny pasture or prevent required DMI from pasture.)			

6.18 How do you document periods of temporary confinement from the outdoors? (Documentation must be available at inspection)

- Calendar
- Journal or Log
- Other (specify):

A proactive health management program is required to prevent health problems and potential use of prohibited materials. If prohibited treatments are used, the treated animals and/or their products must not be sold as organic. Records must be kept of all treatments, their approval by PCO, and whether administered by you or a veterinarian. Additionally, operations must have written plans for prompt, humane euthanasia for sick or injured livestock suffering from irreversible disease or injury.

Include ALL HEALTHCARE TREATMENTS on the Materials Used Form, including any emergency treatments, prohibited treatments, parasiticides, vaccinations, etc. used by you or a veterinarian. *Failure to do so could jeopardize your certification*

- All healthcare materials, including substances used for parasite and fly control, are listed on Materials Used Form.

GENERAL INFORMATION:

7.1 Identify the general components of your animal health management program:

- Selective breeding
- Raise own replacement stock
- Isolation for purchased/diseased animals
- Culling
- Good ventilation in housing
- Good sanitation

- Access to outdoors
- Dry bedding
- Good quality feed
- Pasture rotation
- Vaccinations
- Nutritional supplements

- Probiotics
- Homeopathy
- Other (specify):

7.2 How do you document that injectable nutritive supplements are used “by or on the order of a licensed veterinarian”?

- N/A, no injectable nutritive supplements used
- Letter from vet
- Prescription from vet

- Written record of a conversation with vet
- Sticker on the bottle indicating vet involvement
- Other (specify):

7.3 How do you monitor the effectiveness of your healthcare management (i.e. what specifically do you look for in your animals to tell you they are in good health or poor health)? (Check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Hair coat | <input type="checkbox"/> Body condition |
| <input type="checkbox"/> Milk production | <input type="checkbox"/> Lameness |
| <input type="checkbox"/> Eating | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Ruminating | |

7.4 Describe your plan for timely and appropriate treatment when lameness is detected:

7.5 Describe your plan for determining causes of lameness on your operation and mitigating against causes (once identified):

7.6 How do you record incidents of illness/injury and applied treatments?

- | | |
|--|---|
| <input type="checkbox"/> Calendar | <input type="checkbox"/> Daily treatment record |
| <input type="checkbox"/> Journal | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Individual animal health record | |

7.7 When organic-allowed and restricted treatments are not enough to restore health, do you use prohibited treatments?

7.8 How often do you conduct healthcare and lameness monitoring?

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Daily | <input type="checkbox"/> As needed |
| <input type="checkbox"/> Weekly | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Annually | |

7.9 What measures do you take to prevent heat stress in the animals?

PARASITE CONTROL:

Operations must have comprehensive plans to minimize parasite problems in livestock, including preventive measures such as pasture management, fecal monitoring, and emergency measures in the event of a parasite outbreak.

7.10 How do you prevent internal and external parasites on your operation? (Check all that apply):

- Pasture management (grazing heights)
- Fecal monitoring
- Monitoring body condition
- Use of parasiticides (allowed when preventative measures aren't effective)
- Manure management
- Pasture rotation
- Other (specify):

7.11 How frequently are the preventative measures listed above performed?

- | | |
|----------------------------------|---|
| <input type="checkbox"/> Daily | <input type="checkbox"/> Annually |
| <input type="checkbox"/> Weekly | <input type="checkbox"/> As needed |
| <input type="checkbox"/> Monthly | <input type="checkbox"/> Other (specify): |

7.12 Should the preventative measures listed above fail, do you use synthetic parasiticides as an emergency measure in the event of a parasite outbreak?

Yes and listed on Materials Used Form

No

FLY CONTROL:

7.13 Describe how you prevent or control flies on your operation:

Not a problem

PREDATOR CONTROL:

7.14 Describe how you handle predator problems. List the predator and the prevention/management strategies you use to control the predator:

Not a problem

PHYSICAL ALTERATIONS:

Physical alterations may be performed for identification purposes or the safety of the animal. Physical alterations must be performed at a young age for the species, in a manner that minimizes stress and pain, and by a person capable of performing the physical alteration in a manner that minimizes stress and pain.

The following physical alterations are prohibited: tail docking of cattle, wattling of cattle, face branding of cattle, tail docking of sheep shorter than the distal end of the caudal fold and mulesing of sheep.

7.15 Physical Alterations: Describe any physical alterations that are performed on your animals. Include ear tagging, branding, ear notching, castration, dehorning, or any other physical alterations.

N/A, no physical alterations performed (skip to Euthanasia section)

Physical Alteration	Animal's Age	Method	Who Performs Alteration

a) How do your practices minimize the pain and stress associated with physical alterations?

- Minimize handling time
- Animals returned to group promptly (minimize separation)
- Use of painkillers (Required for surgical procedures as appropriate and must be listed on Materials Used Form)
- Use of squeeze chutes

- Use of handling techniques that minimize stress
- Use of clean equipment/tools/supplies
- Other (specify):

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- b) If restricted physical alterations are performed (needle teeth clipping in pigs, tail docking in pigs), are they used only when alternative methods to prevent harm have been documented (i.e. not used routinely)?
- N/A, these physical alterations are not used
 - Yes
 - No

EUTHANASIA

7.16 Describe your plan to conduct prompt, humane euthanasia for sick or injured animals, including method of euthanasia:

7.17 Are livestock carefully examined to ensure they are dead following euthanasia procedure?

- Yes
- No

7.18 How are carcasses disposed of?

MANURE MANAGEMENT

A producer of an organic livestock operation must manage manure in a manner that does not contribute to contamination of crops, soil or water by plant nutrients, heavy metals, or pathogenic organisms and optimizes recycling of nutrients.

8.1 Do you have an approved nutrient management plan?

Yes

No

a) If no, how is manure disposed of?

8.2 What forms of manure do you use/manage?

Not used (skip to Pasture Management section)

Liquid

Semi-solid/piled

Fully composted (Complete Compost Information Request Form)

8.3 List ingredients/additives used on manure (examples: bedding, barn lime, inoculants, preservatives):

N/A, no ingredients/additives added

8.4 During what months do you apply manure/compost to your fields?

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8.5 How do you manage/reduce runoff from manure applications to prevent contamination? Include how it is incorporated, if it is spread on bare or covered ground, water source setbacks in place, application rates, etc.

8.6 How many acres of land do you have available for manure application?

8.7 How often do you conduct monitoring of your manure management plan (e.g. verifying application of manure is not contributing to soil and/or water contamination)?

- Weekly
- Monthly
- Annually

- As needed
- Other (specify):

PASTURE MANAGEMENT for RUMINANTS & SWINE

Swine operation with no pasture, skip to section 9

A Pasture Management Plan must include the following: types of pasture; types of grazing methods and other management practices that ensure sufficient quality and quantity of pasture is available for all ruminants to graze throughout the grazing season; soil fertility, seeding systems, and erosion control of pastures.

Answer the following questions about your pasture management plan. If you have an NRCS or other pasture plan which addresses all of the questions below, you may submit that instead.

External Pasture Plan attached

8.8 Ensure that your pasture maps include the location, size, and individual identification of permanent fences, shade and water. You may provide a satellite image of each parcel to show the locations and sources of shade and water.

Maps for all pastures include this information.

8.9 Describe the types of pasture you provide to ensure ruminant feeding requirements are met. This may include a description of your pasture records in terms of predominant species (grasses/forbs, annual/perennial, native/improved), management, and terrain (hilly, flat, floodplain, etc.).

8.10 Describe the types of grazing methods to be used. This may include general grazing management practices (e.g. continuous or extensive, rotational or management intensive grazing (MIG), or multi-species grazing) and the factors that influence your decision-making about animal density or stocking rate, frequency of livestock movement, and length of grazing/resting periods on each location.

8.11 Describe your pasture management/monitoring strategies to minimize diseases and parasites:

8.12 Describe your pasture soil fertility, seeding, and erosion control system:

8.13 What types of fencing do you use?

- Permanent
- Temporary

8.14 How do you ensure that enough pasture of sufficient quality is available to supply at least 30% of animals' dry matter intake requirements during the grazing season? (Check all that apply):

- Rotational grazing
- Periodic pasture reseeding
- Maintaining additional pastures for supplemental grazing
- Irrigation (if available, must be used to promote pasture growth)

- Mowing, clipping or weed control, as needed to promote palatable species growth
- Other (specify):

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8.15 If you finish slaughter stock, describe the age of the animals at slaughter; the length of the finishing period; whether slaughter stock have daily access to pasture during the grazing season and how feeding locations allow for simultaneous feeding of all stock without crowding or competition for food. Be sure to include feed rations on the PCO Feed Ration Record / DMI Calculation Worksheets.

N/A, no animals finished for slaughter stock

Milk handling procedures must meet regulatory requirements for sanitation.

We are NOT a dairy operation (Skip to Section 10)

9.1 What type of milk handling system do you use:

- Pipeline
- Automated
- Step saver
- Hand milking

- Parlor
- Tie stalls
- Stanchions

Other (specify):

9.2 How are you licensed?

- Grade A
- Grade B

9.3 Do you have a raw milk permit?

- Yes
- No

9.4 Do you:

- Pasteurize
- Bottle milk
- N/A, do not pasteurize or bottle

*If you pasteurize or bottle milk you must complete an OSP Processor-Handler.

9.5 Describe the steps of your cleaning cycle for milking equipment and bulk tank (i.e. water temperature, cleaners/sanitizers used, number of rinses, pre-milking rinses, etc.):

**List detergent, acid cleaner and sanitizer used, as well as products used to clean animals, such as teat dips and udder washes on the Materials Used Form.*

9.6 Do you do a final water rinse without sanitizer?

- Yes
- No

a) If no, explain why not:

9.7. How is wastewater from cleaning and sanitizing of milking equipment disposed of?

- Municipal sewage
- Manure pit/lagoon
- On-farm septic
- Field drain
- Other (specify):

SLAUGHTER

- N/A, I do not slaughter livestock on-site, at a slaughter facility, or sell live animals as organic for slaughter.
(Skip to Auction questions in this section).

Meat to be sold or labeled as organic must be slaughtered at a certified organic facility. If you slaughter your livestock on farm, an OSP Processor-Handler and a Slaughter Facility OSP Supplement is required. Contact PCO to request these forms.

10.1 Do you sell live animals as organic to a slaughter facility or to a broker?

- No
 Yes, to a slaughter facility
 Yes, to a broker

- a) If yes, provide the name, address and phone number of the slaughter facility or broker you are selling live animals to:

10.2 Do you slaughter animals on-farm for sale as organic?

- Yes (Complete an OSP Processor-Handler and a Slaughter Facility OSP Supplement)
 No

10.3 Do you have your animals slaughtered at a certified organic slaughter facility and returned to you for sale as organic?

- No
 Yes

- a) If yes, provide the name, address, phone number and certifier of the facility where your animals are slaughtered:

10.4 Do you sell meat products as organic? (see Section 15 - Marketing for questions related to labeling of meat products)

- Yes (Answer questions a and b below)
 No (Skip to AUCTION section)

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a) If yes, where are meat product being sold (e.g. farmers markets, direct to consumer, stores, etc)?

b) If yes, how are organic meat products stored by your operation after slaughter?

N/A. No organic meat products stored.

AUCTION

N/A, I do not sell animals through auction facilities (Skip to Section 11)

Auction facilities are required to be certified.

10.5 Do you sell live animals as organic through a certified organic auction facility?

No
 Yes

b) If yes, provide the name, address and phone number of the auction facility you are selling live animals to:

Transport (movement of product(s) on a transportation vehicle e.g. moving organic grain or organic livestock from certified organic farms to a certified handling or slaughter facility) and *transloading* (moving products between transportation vehicles) do not require certification. Any other transportation adjacent activities including, but not limited to: combining, splitting, labeling/relabeling, loading/unloading unpackaged products into or from storage facility, etc. are considered handling and require certification, unless covered by exemptions 205.101(e) or (f). Certified organic operations responsible for organic products that are transported must: maintain sufficient records (for audit trail and traceability); demonstrate prevention of commingling; fully describe transportation practices in OSP; and have transportation records available at inspection.

Transporters/haulers must be certified if they engage in the following activities:

- buying/selling organic livestock
- treating organic livestock
- loading or unloading organic livestock at uncertified locations

11.1 Is your operation responsible for transport of organic animals to and/or from your operation (i.e. transporting yourself or arranging for and having oversight over transport)? (Check all that apply):

- N/A, animals are never transported to or from my operation while under my ownership (Skip to Section 12)
- I transport organic animals
- I contract transport of organic animals (Answer questions a-c below)

a) Provide the name(s) of the persons/companies used to transport/haul livestock:

b) Is the third-party transporter/hauler certified organic?

- Yes. Organic certificate attached.
- No

c) Describe any activities that livestock transporters/haulers you use engage in regarding your livestock beyond transportation (e.g. brokering or facilitating trade, applying animal identification, etc.):

- N/A (transportation only)

11.2 Describe the reason(s) animals are transported:

11.3 How are livestock identified as organic during transport?

a) Is the identification traceable and preserved for the duration of transport?

Yes

No, explain:

11.4 Does the time on the transport vehicle ever exceed 8 hours from load time (of all animals)?

No

Yes

a) If yes, what is your plan to maintain organic management and animal welfare (i.e. are feed and water provided)?

11.5 Are animals provided feed and/or water during transport? This includes feed and water provided by third party transporters. (Check all that apply):

No feed or water provided (Skip to question 11.6)

Yes, feed provided (Answer question a below)

Yes, water provided (Answer question b below)

a) If feed is provided, how do you ensure animals are provided with certified organic feed during transport?

If water is provided, describe any additives used in the water?

11.6 How do you ensure that all livestock are fit for travel prior to loading (i.e. calves have dry navel cord and are able to stand and walk without human assistance; seriously crippled and non-ambulatory animals are not transported, etc.)?

11.7 How do you ensure that the mode of transportation protects animals against cold and heat stresses? (Check all that apply):

- Proper ventilation
- Climate control
- Timing of transport

- Protection from the elements
- Other (specify):

11.8 Is bedding provided during holding or transport?

- No
- Yes

a) If yes, describe bedding materials:

11.9 Describe your plans to address possible animal welfare problems or emergencies that might occur during transport:

11.10 Are organic and non-organic animals transported/shipped at the same time from your operation by you or a third-party?

- No, all vehicles are dedicated to organic (Skip to Section 12)
- Yes (Answer questions a & b below)

a) If you transport/ship organic and non-organic animals yourself, describe the practices you use to prevent commingling and contamination during transport:

- N/A, use third-party transporters

b) If you use third-party transporters to transport/ship organic and non-organic animals how do you ensure they prevent commingling and contamination during transport:

- N/A, transport myself

12.1 Do you store any prohibited materials on-farm (e.g. livestock medical treatments) or non-organic crops (e.g. feed) on-farm?

- No
- Yes

a) If yes, what procedures do you use to clearly identify and separate prohibited materials and non-organic crops to prevent commingling and contamination with organic crops/products and allowed input materials?

12.2 If you treat an animal with a prohibited material (e.g. antibiotics), what is your plan to ensure the animal or animal products (e.g. milk) is not sold as organic?

12.3 Do you use lumber treated with arsenate or other prohibited substances that have contact with organic livestock?

Note: Lumber treated with arsenate or other prohibited substances may not be used for new installations or for replacement purposes where it contacts livestock.

- No (Skip to question 12.4)
- Yes (Answer questions a & b below)

a) Treated Lumber: Complete the table with treated lumber that has livestock contact. Treated lumber that has soil and crop contact (and may also have livestock contact such as fence posts or shade structures in outdoor areas, feed storage) should be included on the OSP Crops, as applicable.

Use (barn, feed troughs, etc)	Location(s)	Date Installed

b) For new installations or replacements, how do you prevent contact with livestock?

EQUIPMENT

12.4 Do you process organic feed (mix, grind, roast, extrude, etc.) on-farm or contract with custom operators to process organic feed for you at your farm?

- No (Skip to Section 13)
- Yes (Answer the questions below)

a) Is the equipment also used to process conventional products?

- No
- Yes

i) If yes, how is equipment cleaned prior to processing organic feed to prevent commingling and contamination?

Note: Equipment cleanout records must be kept and made available during inspection.

SECTION 13 - Facility Pest Management

§205.271 requires that operations use management practices to prevent pests (question 13.4). If pest pressure persists, mechanical and physical controls or lures/repellents using nonsynthetics or synthetics on the National List of Allowed and Prohibited Substances (question 13.5) must be used. If there is continued pest pressure an operation may elevate to using a non-synthetic or synthetic on the National List of Allowed and Prohibited Substances such as carbon dioxide, nitrogen gas, vitamin D3 bait, boric acid, diatomaceous earth, or soap products. As a last resort, and with prior approval from PCO, an operation may use a synthetic that is not on the National List. A Synthetic Facility Pest Management Agreement form must be completed if using a synthetic substance that is not on the National List.

Complete this section to describe pest control practices and materials used in any facility where organic livestock or livestock products are produced, and/or stored, including but not limited to feed storage areas, inside milk house, inside barn, or outside barn (if animals have potential access).

13.1 Check which facilities you use for your organic livestock:

- | | |
|--|---|
| <input type="checkbox"/> N/A I have no buildings/facilities that are used for any portion of my organic operation (skip to section 14) | <input type="checkbox"/> Livestock housing (e.g. barn) |
| <input type="checkbox"/> Feed storage area (bin, silo, barn, shed, etc.) | <input type="checkbox"/> Outdoor access areas (if animals would have potential access to the pest control material) |
| <input type="checkbox"/> Milk house/parlor | |

13.2 Attach facility map showing location of pest traps and monitoring devices.

- Map Attached

13.3 Who is responsible for pest control in your facility?

- In-house
 Contracted pest control service (name):

13.4 Which of the following management practices do you use to prevent pests? (Must use at least one)

- | | |
|--|---|
| <input type="checkbox"/> Remove pest habitat, food sources, and breeding areas | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Manage environmental factors to prevent pest reproduction (temperature, light, humidity, atmosphere, air circulation) | <input type="text"/> |
| <input type="checkbox"/> Prevent access to handling facilities | |

13.5 Which of the following practices do you use to control pests in organic production and storage areas?

- N/A, the preventative practices used in 13.4 above are sufficient to control pests
- Mechanical or physical controls, including traps, light or sound
- Lures and repellents using nonsynthetic or synthetic substances consistent with the National List. (Note: List lures and repellents that you apply in organic production and storage areas on your Materials Used Form.)
 - Materials Used Form attached

13.6 If the measures listed in 13.4 and 13.5 above are not sufficient to prevent or control pests, do you use any of the following: (Note: List all pest control input materials that you apply in organic production and storage areas on your Materials Used Form.)

- | | |
|--|--|
| <input type="checkbox"/> N/A, measures listed in 13.4 and 13.5 are sufficient to prevent and control pests | <input type="checkbox"/> Diatomaceous earth |
| <input type="checkbox"/> Carbon dioxide | <input type="checkbox"/> Soap products |
| <input type="checkbox"/> Nitrogen gas | <input type="checkbox"/> Other non-synthetic input materials |
| <input type="checkbox"/> Vitamin D3 bait | <input type="checkbox"/> Other synthetic input materials* |
| <input type="checkbox"/> Boric acid | |

**Note: A Synthetic Facility Pest Management Agreement form may need to be completed in order to use certain synthetic input materials. This form must be submitted to PCO PRIOR to the use of those input materials. Check with PCO to determine if this form is required.*

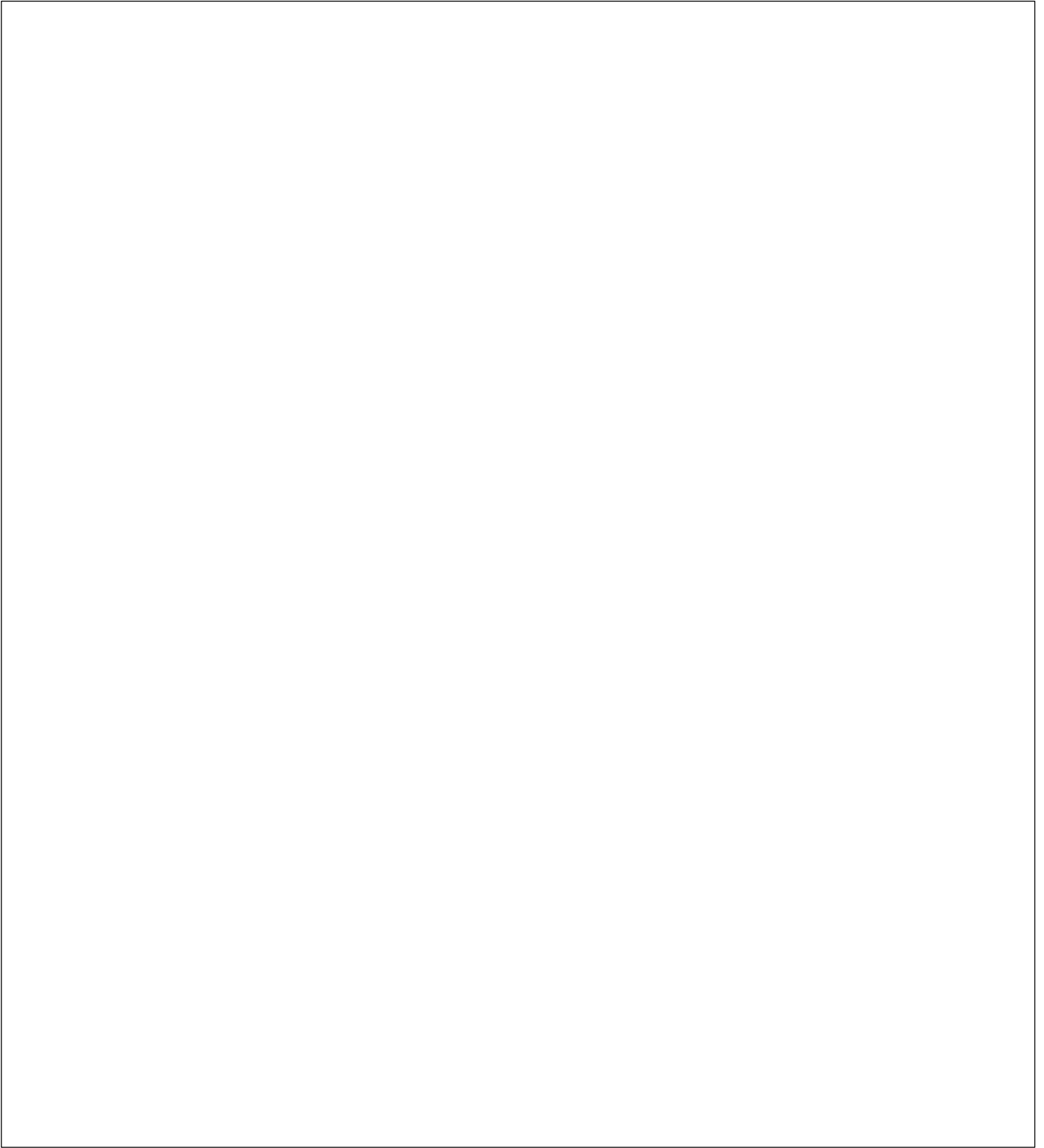
13.7 How do you prevent pest control materials from contacting organic products?

- | | |
|--|--|
| <input type="checkbox"/> N/A, no pest control input materials used | <input type="checkbox"/> Cover equipment used for food handling |
| <input type="checkbox"/> Remove product and packaging from areas to be treated | <input type="checkbox"/> Purge equipment with nonorganic product |
| <input type="checkbox"/> Wash and rinse food contact surfaces after treatment | <input type="checkbox"/> Other (specify): |
-

13.8 Where do you record pest control material use and measures taken to protect organic products or packaging?

- | | |
|---|---|
| <input type="checkbox"/> N/A, no pest control input materials used | <input type="checkbox"/> Purge log |
| <input type="checkbox"/> Pesticide Use Log | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Log describing removal/reentry of products and packaging | |
-

13.9 Describe monitoring, including frequency, used to determine effectiveness of management practices above:



Records sufficient to preserve the identity of all organically managed animals must be kept.

14.1 Describe your animal identification system for all livestock (e.g. organic, previously transitioned, in transition):

- Collars
 Ear tags
 Tattoos
 Leg bands

- Electronic implants/RFID
 Branding
 Names
 Other (specify):

a) If branding, include a picture or drawing of your brand.

Picture or drawing attached

b) If names are used with no numbers, describe your system for providing a physical description to accompany the name:

c) If using ear tags or collars, how do you manage animals that have tags/collars that come off?

d) If you have previously transitioned animals and also have animals born organic (last third of gestation), how does your animal ID system distinguish transitioned animals from organic animals?

14.2 Do you assign numbers and/or letters as part of your animal ID system?

No

Yes

a) If yes, give an example and explain the components of your ID number:

14.3 If animals were to be treated with prohibited or restricted materials, how would you plan to identify and/or segregate those animals?

Certified operations must maintain records concerning the production, management and handling of agricultural products intended to be sold, labeled or represented as organic. These records must fully disclose activities and transactions of your operation through all organic production and handling steps. Records will be verified at your inspection. As applicable, inspectors may examine non-organic recordkeeping to verify organic production.

Additionally, §205.403 requires that two types of audits are conducted at each inspection:

- *Mass-balance: To verify that the quantities of organic product and ingredients produced or purchased account for organic product and ingredients used, stored, sold and transported (i.e. inputs account for outputs)*
- *Traceback: A successful recordkeeping audit trail will use dates, lot numbers, field names, herd lists, etc. to link incoming livestock (birth or acquisition of animals) or products/inputs from initial purchasing by your operation, through all production steps and then to final sale or distribution. Records used in an audit trail include and are not limited to purchase invoices, birth records, healthcare records, feed storage records, labels, sales invoices, organic certificates, bills of lading, hauling records.*

An operation's recordkeeping system, as required by §205.103, must be sufficient to support the required audits conducted during the on-site inspection.

Operations should review §205.103 of the organic regulations for specific recordkeeping requirements. If you have questions about what is required, contact PCO.

15.1 How do you ensure that you maintain audit trail documentation that is sufficient to determine the source, transfer of ownership and transportation of organic products?

15.2 Do your audit trail records identify all steps of livestock handling, management, and feeding to verify continuous organic management since the last third of gestation?

- Yes
 No

15.3 Does your audit trail documentation identify agricultural products (crops, livestock) on these records as “100% Organic” or “Organic”?

- Yes
- No

15.4 Does your audit trail documentation contain information that links to your nonretail labels?

- Yes
- No
- N/A, nonretail labels not used

15.5 Do you maintain recordkeeping to document quantities of organic products purchased or produced by your operation?

- Yes
- No

15.6 Do you maintain recordkeeping to document quantities of organic products used, stored, sold, transported or distributed by your operation?

- Yes
- No

Records Kept

Indicate which types of records you maintain. (Check all that apply):

15.7 Feed and Feed Supplements

- Organic certificates for purchased feed
- Harvest and storage records for feed grown on farm
- Purchase records (e.g. receipts, shipping and bedding documents)

- Records of feed and supplements fed
- Feed labels
- Other (specify):

15.8 Ruminant producers only

- Grazing/rotation records
- Feed amounts as actually fed

- Dry matter intake from pasture
- Other (specify):

15.9 Animal Origin and Health

- Birth Records
- Documentation of purchased animals (e.g. shipping records, organic certificates, receipts, etc.)
- Parasite monitoring
- Lameness monitoring
- Herd List

- Treatment records (including euthanasia treatments and physical alterations)
- Vaccination records
- Health care and veterinary product purchases (receipts/invoices)
- Other (specify):

15.10 Production and Sales

- Production records (quantity of animals or product produced)
- Product transport or shipping records (including demonstration that transport times aren't detrimental to animal welfare)

- Sales records
- Other (specify):

15.11 Handling and Storage

- Organic certificates
- Exempt Handler Affidavits Handling or processing records
- Import Certificates

- Other (specify):

15.12 Describe how you ensure these documents are readily available for review upon request by PCO and/or available at inspection:

15.13 How long do you keep your records? (Must be at least 5 years):

16.1 How do you market your organic products?

- Farmers Market
 Direct to retail
 On-farm retail
 CSA/subscription service

- Wholesale
 Wholesale to processor
 Contract to buyer
 Other(specify):

16.2 Do you use any retail labels (i.e. used on packages for the final consumer such as meat products)?

- No
 Yes

a) If yes, attach a color copy of the labels.

Labels attached. Retail labels must:

- Identify the ingredients as organic in the ingredient statement (except for single ingredient products).
- Identify PCO as the certifier directly below the contact info of the operation using the phrase "Certified Organic by PCO" or a similar phrase (*NOTE: If your labels list another operation as the distributor, their organic certifier may be listed. If they are not certified, a Private Label Agreement may be needed.*)

16.3 Do you use or plan to use any nonretail labels (i.e. used on packages for shipping or storing, including wholesale)?

- No
 Yes

a) If yes, attach a color copy of all label(s).

Labels attached. Nonretail label must include:

- Identification of the product as organic
 - Nonretail containers used to ship organic products that are labeled for retail sale with organic identification visible on the retail label do not require additional identification of the product as organic on the nonretail label
- Production lot number, shipping identification or other unique information that links the nonretail container to the audit trail documentation

16.4 Do you use or plan to use any marketing materials for your organic products?

- No
 Yes

a) If yes, describe the types of marketing materials (e.g. website, social media, farm market signs, brochures, etc.) you use:

16.5 Do you intend to use the USDA logo on the label or marketing materials?

- N/A, no marketing materials used
- Yes
- No

16.6 Do you use or plan to use the PCO logo on the label or marketing materials?

- N/A, no marketing materials used
- Yes
- No

§205.201(a)(3) requires that the Organic System Plan (OSP) of a certified operation include a description of the monitoring practices and procedures used to verify suppliers in the supply chain and organic status of agricultural products received, **and to prevent organic fraud, as appropriate to the certified operation's activities, scope, and complexity.**

Fraud prevention plans must describe practices that verify the organic status of suppliers and organic products, including how an operation verifies organic status back to the last certified operation in the supply chain. This supports the recordkeeping and audit trail requirements at §205.103(b)(2) and allows certifiers to verify compliance during on-site inspections and supply chain traceability audits.

Consider your operation's sourcing and selling of organic products and develop a plan that pertains to your operation's activities, including scope and complexity.

Producers should consider the following:

- Purchases, transportation and sales of organic feed and bedding.
 - Are your feed suppliers certified organic for handling of those products?
- Livestock operations must verify the source and eligibility of all livestock and that records ensure traceability of the acquisition/transfer of ownership and transportation of all animals.
 - Are all livestock brokers and/or haulers, auction and slaughter facilities in your supply chain certified organic?

17.1 Do you work with any exempt handlers (i.e. uncertified handlers - cold storage facilities, seed dealers)?

- No (Skip to 17.2)
 Yes (Answer questions a-c below)

a) Check the types of activities they provide for your operation (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Storage/Warehousing* | <input type="checkbox"/> Licensed customs brokering (as defined per 19 CFR 111.1) |
| <input type="checkbox"/> Brokering* | <input type="checkbox"/> Logistics brokering (e.g. freight forwarding) |
| <input type="checkbox"/> Wholesaling* | <input type="checkbox"/> Transporting |
| <input type="checkbox"/> Distributing* | |
| <input type="checkbox"/> Trading* | |
| <input type="checkbox"/> Other (specify)* : | <input style="width: 600px; height: 20px;" type="text"/> |

b) *The asterisk (*) indicates activities that require a completed Exempt Handler Affidavit (EHA). If the operation you work with conducts any of these activities identified with an asterisk (*), they must complete the EHA.

- Exempt Handler Affidavit(s) attached (Skip to 17.2)
 N/A, activities above do not contain an asterisk. Answer question c below.

c) Does the exempt handler provide you with documentation showing full traceability** back to the last certified operation for each shipment?

- Yes
 No, explain:

**Note: Full traceability includes the following as applicable:

- Identification of product as organic on nonretail containers
- Current organic certificate of the last certified organic operation
- Documents generated by the last certified operation to the exempt handler proving purchase, delivery and/or transfer
- Purchase invoices, receipts, bills of lading or other audit trail documentation
 - other audit trail documentation must designate the product as organic, include a description of the product, date of transaction and amount transferred and list the last certified operation and/or lot numbers applied by the last certified operation. (must match lot numbers on exempt handler audit trail documentation)

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17.2 Describe the areas in your supply chain where:

- Fraud is most likely to occur; and
- Where you are most likely to notice if purchased products (crops, inputs) or animals do not have organic certification

(Note: These are often referred to as “critical organic control points.”)

17.3 How do you prevent fraud and ensure your supply chain is compliant? (Check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> I participate in an existing Fraud Prevention Plan or Program (e.g. GFSI Food Fraud Vulnerability Assessment, OTA Organic Fraud Prevention Solutions) | <input type="checkbox"/> I include practices for verifying the organic status of any product I acquire and/or use prior to use |
| <input type="checkbox"/> I create a map or inventory of my supply chain that identifies suppliers | <input type="checkbox"/> I include a process to verify suppliers and minimize supplier risk to organic integrity prior to using a supplier |
| <input type="checkbox"/> I identify critical organic control points in my supply chain where organic fraud or loss of organic status are most likely to occur | <input type="checkbox"/> I initiate mitigation measures to correct vulnerabilities and minimize risks (as identified in my assessment) |
| <input type="checkbox"/> I conduct an assessment to identify weaknesses in my procedures to ensure my suppliers and products I purchase are organic | <input type="checkbox"/> I regularly monitor my practices and verification tools to assess the effectiveness of my mitigation measures |
| | <input type="checkbox"/> Other (specify): |

17.4 Describe the practices you use to verify the organic status of suppliers:

17.5 Describe the practices you use to verify the organic status of products acquired/used:

17.6 How do you monitor the effectiveness of your fraud prevention plan?

- Residue test results
- GMO test results
- Mock recall

- Internal audits
- Other (specify):

17.7 How often do you monitor the effectiveness of your fraud prevention plan?

- Weekly
- Monthly
- Annually

- As needed
- Other (specify):

17.8 Describe your process for reporting suspected organic fraud to PCO and/or the NOP:

[Empty box for Section 18 Additional Comments]