USDA Agricultural Marketing Service
U.S. DEPARTMENT OF AGRICULTURE

National Organic Program

Common Organic System Plan (OSP)
Crop and Wild Crop

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ORGANIC SYSTEM PLAN (OSP) - CROP

Organic System Plan (OSP)
This organic system plan (OSP) is for crop and/or wild crop operations applying for certification under the United States Department of Agriculture (USDA) organic regulations (7 CFR Part 205).

All operations seeking or maintaining organic certification must develop and implement an OSP. The OSP is the foundation of the organic certification process and serves as the operation's written management plan for complying with the USDA organic regulations.

The OSP describes the practices and procedures used to produce organic products, including activities on all land requested for certification, materials used and production practices used to produce organic crops. The plan must reflect the specific activities and operational structure of the operation.

Use this form to describe how your operation produces and handles organic products and complies with the USDA organic regulations.

How to Complete This OSP
Provide clear and complete information about the practices used in your operation. If additional space is needed, attach supporting documentation and reference it in the appropriate section.

Throughout this OSP you will see prompts such as:
Select all that apply – Choose all options that describe your operation.
Describe below – Provide a written description in the space provided or attach documentation.
Attach documentation – Include supporting records, procedures, or diagrams where requested.

If a section does not apply to your operation, select **"Not applicable"** where available and proceed to the next section.

Required Attachments
The following forms must be submitted with this OSP when applicable:

Field and Crop Information Form – Required for all fields requested for certification.
Crop/Livestock Product List – Required for all crop, wild crop, and livestock operations.
Materials List – Required for all operations using any nonorganic inputs for crop production including fertilizer, pest or disease controls or any other inputs.
Supplier List – Required for all operations listing suppliers of products used in organic production (seeds, seedlings) or any other purchased products.
Supporting Documentation – Attach supporting documents where requested within the OSP.

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Section 1: General Information (§205.401)

A. Operation Details

1. Operation Name:

2. Select the scopes of organic certification you wish to obtain. Select all that apply:

☐ Crops ☐ Livestock ☐ Handling ☐ Wild Crop

3. Identify the organizational structure/legal status of your operation. Select only one:

☐ Sole Proprietorship ☐ Legal Partnership

☐ Corporation/LLC ☐ Non-profit

☐ Other – describe below:

Describe:

4. How do you plan to sell organic products? Select all that apply:

☐ On-farm sales or farm stand ☐ Farmers' market

☐ Online sales or website orders ☐ CSA or subscription program

☐ Retail store or co-op ☐ Wholesale buyer or distributor

☐ Processor or manufacturer ☐ Export (international sales)

☐ Institution (school, hospital) ☐ Broker or sales agent

☐ Other – describe below:

Describe:

5. Does your operation operate under any other company names, trade names, or have additional branches that are part of your organization?

☐ No

☐ Yes – please list:

6. Do you produce or store both organic and nonorganic crops (including crops used for livestock feed/roughage/bedding)?

☐ No, only organic products are produced/stored

☐ Yes, and the organic and nonorganic products are visually different from each other (split production)

☐ Yes, and the organic and nonorganic products are visually the same as each other (parallel production)

☐ Other – describe below:

Describe:

6.a. If yes, identify all the nonorganic products that you produce or store:

B. Addresses

1. Primary Physical Address:

Address:

City: State: Zip Code:

2. Mailing Address:

☐ Same as Primary Physical Address

Address:

City: State: Zip Code:

3. Billing Address:

☐ Same as Primary Physical Address

Address: _____

City: _____ State: _____ Zip Code: _____

4. Website address (if applicable):

_____

C. Contact Information

1. Primary Contact:

First Name: _____ Last Name: _____

Phone Number: _____ Email Address: _____

Relationship to Operation: _____

2. Responsibly Connected Contact (An individual responsibly connected to your operation, such as owner, partner, officer, director, or manager):

☐ Same as Primary Contact

First Name: _____ Last Name: _____

Phone Number: _____ Email Address: _____

Relationship to Operation: _____

3. Additional Contacts:

☐ No additional contacts

First Name:	Last Name:	Phone Number:	Email Address:	Relationship to Operation:

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D. Certification History

1. Is your operation currently certified organic?

☐ No

☐ Yes – attach current organic certificate: ☐ Attached

2. Has your operation ever been certified organic or previously applied for organic certification?

☐ No *(skip to Section 2)* ☐ Yes *(complete questions 2.a. and 2.b. below)*

2.a. List the name(s) of any Certifying Agent(s) to which an application has been previously made, the date(s) of application, and the outcome of the application submission(s):

2.b. Has your operation ever received any notification of noncompliance or denial of certification?

☐ No *(skip to Section 2)* ☐ Yes *(complete 2.c. below)*

2.c. Attach a copy of all notices of noncompliance, suspension, denial, or revocation, along with a description of the actions taken to correct these issues, including evidence of correction:

☐ Attached

Section 2: Monitoring Practices and Procedures (§205.201)

A. Organic Fraud Prevention

Organic fraud happens when nonorganic products are represented, sold, or labeled as organic. This can occur anywhere in the supply chain. Your fraud prevention measures must be appropriate to your operation's activities, scope, and complexity. This section will help to identify where risk exists in your operation and describe the steps you take to prevent organic fraud. Operations with more areas where risks exist may need more comprehensive fraud prevention plans.

1. Describe any areas where risks exist. Select all that apply.

- ☐ I have attached my fraud prevention plan
- ☐ Sell or produce both organic and nonorganic products
- ☐ Complex supply chains are used
- ☐ Frequently change suppliers
- ☐ Purchasing organic-compliant ingredients/inputs/seeds from uncertified suppliers
- ☐ Import bulk product
- ☐ Import from high-risk regions of the world
- ☐ Ingredients with high risk or known incidences of fraud are purchased or used
- ☐ Staff turnover or use of temporary personnel
- ☐ Other – describe below:

Describe:

2. Describe the practices used to mitigate the risks identified. Select all that apply.

- ☐ I have attached my fraud prevention plan or other documentation of my verification procedures
- ☐ Employee training
- ☐ Maintain relationships with known, trusted suppliers
- ☐ Review labels and/or paperwork at receiving or purchase
- ☐ Verify supplier information matches organic certificates
- ☐ Use the Organic Integrity Database to confirm suppliers are currently certified for products being purchased or used (and check surrendered, suspended, or revoked status)
- ☐ Report suspected fraud to certifier or NOP

- ☐ My operation conducts audits/visits of suppliers
- ☐ Products with supply chain disruptions are flagged for caution
- ☐ Product testing – describe frequency and products tested:
- ☐ Suppliers have a third-party audit that involves fraud prevention
- ☐ Customers conduct audits/visits of my operation
- ☐ Low pricing is flagged for caution
- ☐ Vulnerability assessments (assessing weak points where something could go wrong in your operation) are regularly performed to evaluate weaknesses in the system, production practices, or organization
- ☐ My operation requests a copy of suppliers' Fraud Prevention Plans and/or other documentation to verify that suppliers have appropriate plans in place
- ☐ Other practices – describe:

3. Describe your process for reviewing your vulnerabilities, assessing the effectiveness of your risk mitigation practices, and updating your fraud prevention measures:

B. OSP Accuracy and Monitoring

1. Describe the frequency of reviewing and updating your OSP. Select all that apply:

- ☐ Annually
- ☐ As needed when practices change
- ☐ Other frequency:

2. Describe your process for ensuring your OSP accurately reflects your operation:

3. How does your operation monitor and verify that the practices and procedures described in your OSP are being properly implemented? Select all that apply:

- ☐ Regular internal reviews
- ☐ Staff training
- ☐ Record review and verification
- ☐ Scheduled staff check-ins
- ☐ Other methods:

C. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

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Section 3: Land Requirements (§205.202)

A. Land Requested for Certification

1. Complete the table below to identify all land requested to be included within your OSP, including pasture or other land areas for livestock (if applicable), and wild crop harvest areas (if applicable). Attach additional pages if necessary. ☐ Additional pages attached

Location Name: (Field, Parcel, Block, Site)	Address or other description of physical location *MUST provide at least one*		
	Address:	**GPS Coordinates:**	**Other legal description:**

**Note US GPS coordinates and maps can be found at https://websoilsurvey.nrcs.usda.gov/app/ for free*

2. For all locations listed above, identify the documents attached. *All are required unless indicated otherwise.*

   ☐ A completed Field and Crop Information Form that reflects all land to be included in my certification

   ☐ Government (State or County) Pesticide Use Report (if applicable)

   ☐ A completed New Land Affidavit or similar information that verifies materials used and management of the land for the previous 36 months

   ☐ Map(s) with the following information:
   - Location name listed above
   - Boundary lines of land under your operation's management and/or wild crop harvest areas
   - Field names and acreage
   - Adjoining land use (including woods, road names, organic or nonorganic farmland, etc.)
   - Buffer zones and/or signed Adjoining Land Use Affidavits (ALUAs) or similar information (areas next to organic land managed to prevent drift or contamination)
   - Storage locations
   - Greenhouses and/or other structures for container crops or seedlings/starts
   - Livestock housing (if applicable)
   - Permanent fencing, pasture IDs and size, shade and water locations for livestock (if applicable)
   - Natural resources
   - Indication of North

3. For all products requested for certification – including crops, wild crops, livestock, and livestock products – attach a completed Crop/Livestock Product List. This list is required. Products will not appear on your organic certificate unless listed here.

   ☐ I have attached completed Crop/Livestock Product List that reflects all products to be included in my certification

B. Contamination Prevention

1. How do you prevent prohibited substances (*e.g.,* prohibited pesticides or fertilizers) from getting on your organic fields? Select all that apply:

☐ Posted "No Spray" signs

☐ Provide written notification of transition or organic status to County, City, State offices, road crews, and/or utility companies

☐ Obtain signed affidavits of adjoining land use

☐ Maintain a buffer zone or barrier next to organic and/or transitional land

☐ Manage planting dates and seed variety maturation to avoid cross pollination

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

2. Complete the table below for organic land that has a risk of contamination and/or where buffers are maintained:

☐ Not applicable, no organic land requires active management to prevent contamination, and no buffer zones are present. If selecting this option, list the location name and reason buffers are not necessary or actively managed.

Describe:

Location Name: (Field, Parcel, Block, Site)	Adjacent land or type of contamination risk:	Description of Buffer:	Buffer Width:
Example: North Field	*North and East side are bordered by nonorganic corn. South and West side are bordered by own farm.*	*25-ft grass strip maintained along shared border with nonorganic corn.*	*25-ft.*

3. How do you monitor organic land for potential drift and contamination? Select all that apply:

☐ Visual observation ☐ Testing ☐ Drift Watch

☐ Other – describe below:

Describe:

4. How often do you monitor for contamination of organic land? Select all that apply:

☐ Daily ☐ With each crop ☐ Seasonally ☐ Annually

☐ Other – describe below:

Describe:

C. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

Section 4: Seeds, Seedlings, and Planting Stock (§205.204)

► *Complete this section if your operation uses any seeds, seedlings, planting stock or growing structures within organic crop production.*

☐ Not applicable, this section is not applicable to my operation.

A. General Information

1. What types of seed, seedlings, and/or planting stock are used? *(Note: Any annual seedlings or transplants used to produce an organic crop must be certified organic.)* Select all that apply:

☐ Organic seed
☐ Organic planting stock
☐ Nonorganic seed
☐ Nonorganic planting stock
☐ Purchased organic seedlings
☐ On-farm produced organic seedlings

2. Have all suppliers of seeds, seedlings, and planting stock been added to the Supplier List?

☐ Yes

☐ Not applicable, I do not purchase or otherwise obtain any seeds, seedlings, or planting stock.

B. Nonorganic Seeds and Planting Stock

☐ Not applicable, all seeds and planting stock in use are organic *(skip to part C)*

1. Describe the procedures in place for conducting commercial availability search for seeds or planting stock:

2. Identify the types of records kept onsite to demonstrate efforts of your commercial availability search. Select all that apply.

☐ Phone logs ☐ Emails ☐ Spreadsheet

☐ Records of web searches ☐ Commercial Availability Form ☐ Other – describe below

Describe:

Commercial availability means the ability to source an organic product in the appropriate form, quality, and quantity. Nonorganic seeds or planting stock may only be used when an organic version is not commercially available. Producers must demonstrate a good-faith effort to source organic versions, documenting their attempts to procure commercially available organic versions before using approved nonorganic alternatives.

3. For any nonorganic seeds or planting stock used, how do you verify that it was not produced using excluded methods (*e.g.,* genetically engineered)? (*Note: The use of excluded methods is prohibited. USDA list of bioengineered foods can be found here: https://www.ams.usda.gov/rules-regulations/be/bioengineered-foods-list.)*
Select all that apply:

☐ Suppliers' statements ☐ Catalog statements

☐ Seed tags ☐ Invoices

☐ Other – describe below:

Describe:

4. For nonorganic seeds or planting stock, how do you verify that it was not treated with a prohibited substance? Select all that apply:

☐ Suppliers' statements ☐ Catalog statements

☐ Seed tags ☐ Invoices

☐ Attach documentation for all seed coatings and treatments for certifier approval prior to use

☐ Other – describe below:

5. If organic seed or planting stock is not commercially available for your intended use, how do you document and justify the use of nonorganic seed or planting stock? Select all that apply:

- ☐ Performance
- ☐ Marketability
- ☐ Quantity available
- ☐ Crop yield
- ☐ Vigor
- ☐ Stores well
- ☐ Weed seed
- ☐ Germination rate
- ☐ Days to harvest
- ☐ Short day/long day
- ☐ Pelleted or treated with an approved product
- ☐ Crop characteristics – describe:
- ☐ Other – describe below:

Describe:

6. Is nonorganic perennial planting stock managed organically for at least one year before planting stock is sold as organic?

- ☐ Yes
- ☐ Not applicable, perennial planting stock derived from nonorganic planting stock is not sold

C. Growing Structures and Propagation Areas

☐ Not applicable, no structures (*e.g.,* greenhouses, hoop houses, propagation area, etc.) used *(skip to part D)*

1. Is every structure or seedling production area used identified on your map(s), including greenhouses, hoop houses, propagation areas, etc.?
   ☐ Yes

2. Complete the table below to list any on-farm facilities, structures, or propagation areas that are in use for production of organic crops, seedlings, or transplants:

Facility Name:	**Facility Type:** *(Greenhouse, propagation area, hoop house, etc.)*	**Location:**
Example: Greenhouse 2	*Greenhouse*	*Field 2 on Home Farm*

D. Seedling and Transplanted Production

☐ Not applicable, no seedlings produced onsite *(skip to part E)*

1. If you produce both organic and nonorganic seedlings on-farm, describe how you prevent commingling and contamination. Select all that apply:

☐ Not applicable, only organic seedlings are produced on farm

☐ Organic seedlings are produced in an organic-only area (dedicated)

☐ Organic and nonorganic areas / plants are labeled (designated)

☐ Organic production is conducted at a different time from nonorganic production (alternated)

☐ All equipment used in propagation is dedicated organic-only

☐ Equipment is shared and is cleaned prior to organic use

☐ Other – describe:

Describe:

E. Materials

1. Have all inputs – including but not limited to inoculants, coatings, pelletizations, treatments, graphite, cleaners, potting soil, and any other materials used on seeds or used before or during planting – been added to the Materials List?

☐ Yes

☐ Not applicable, no materials are used

F. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

Section 5: Soil and Crop Nutrient Management (§205.203, §205.205)

A. Soil and Plant Management

1. Describe how you protect and manage soil and crop nutrients and minimize erosion. Select all that apply:

- ☐ Contour farming
- ☐ Strip cropping
- ☐ Cover cropping
- ☐ Fallow periods
- ☐ Windbreaks
- ☐ Terraces
- ☐ Crop rotations
- ☐ Compost
- ☐ Manure
- ☐ Intercropping
- ☐ Alley cropping
- ☐ Approved fertilizers
- ☐ Approved amendments
- ☐ Rotational grazing
- ☐ Green manure/plow down
- ☐ Tillage practices (no-till, conservation, etc.)
- ☐ Other – describe:

Describe:

2. How do you prevent runoff or contamination when using fertilizers, compost, or manure? Select all that apply:

- ☐ Nutrient Management Plan
- ☐ Fertility products are applied with an understanding of watershed management
- ☐ Fertility products are contained to prevent leaching
- ☐ Quantities are applied based on soil/plant needs and records of analysis or recommendation will be available for verification at inspection
- ☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

3. Describe the purpose of your crop rotation plan and type of rotation used. Select all that apply:

Purpose	**Sod**	**Cover Crops**	**Green Manure**	**Catch Crops**	**Other – describe (*e.g.,* perennial intercropping, alley cropping)**
Maintain or improve soil organic matter	☐	☐	☐	☐	
Pest management (break cycle of pests)	☐	☐	☐	☐	
Manage plant and soil nutrient needs	☐	☐	☐	☐	
Erosion control	☐	☐	☐	☐	

☐ Other – describe below or attach documentation:

☐ Documentation attached

Describe:

4. For annual crops, use the table below to describe your crop rotation plan. Be sure to include cover crops, fallow, and multi-cropping. Use separate rows to describe distinct variations, for example, row crop production in one row and vegetable production in another. Describe in table below or attach documentation:

☐ Documentation attached

☐ Not applicable, no annual crop production

	Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Year 6**	**Year 7**
Sample rotation	*Soybeans/ cover crop*	*Corn/ cover crop*	*Oats/ alfalfa*	*Alfalfa*	Alfalfa		
Rotation 1							
Rotation 2							
Rotation 3							

5. Indicate how you monitor the effectiveness of your fertility management plan and crop rotation. Select all that apply:

☐ Visual observation ☐ Soil and/or plant tissue analysis

☐ Crop yield comparison ☐ Crop quality/performance comparison

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

6. How often do you monitor the effectiveness of your soil fertility and crop nutrient management plan? Select all that apply:

☐ Daily ☐ With each crop ☐ Seasonally ☐ Annually

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

B. Compost

1. Do you produce compost that contains manure or other animal-based components that would have a pathogen risk?

☐ Yes *(complete 1.a. – 1.c. below)* ☐ No *(skip to part C)*

1.a. Are all feedstocks and materials used to make compost identified on your Materials List?

☐ Yes ☐ No

1.b. Is the initial carbon to nitrogen ratio (C:N) between 25:1 and 40:1?

☐ Yes ☐ No

1.c. How is your compost produced? Select all that apply:

☐ Windrows – must be aerated, reach 131-170°F (55 to 76.7°C) for at least 15 days, and be turned a minimum of 5 times during the 15-day period

☐ In-vessel or static system – must be aerated and reach 131-170°F (55 to 76.7°C) for at least 3 days

C. Manure

1. Do you apply animal manure on organic land?

☐ Yes *(complete 1.a. below)* ☐ No *(skip to part D)*

1.a. Is the manure applied to crops intended for human consumption?

☐ Yes *(complete 1.b. below)* ☐ No *(skip to part D)*

1.b. How is uncomposted manure applied? Select all that apply:

☐ Incorporated at least 120 days before harvest of crops whose edible portions contact soil surface or soil particles

☐ Incorporated at least 90 days before harvest of crops whose edible portions do not contact soil surface or soil particles

☐ Manure is processed or pelleted (heated to 165º F or 150º F for one hour with a maximum moisture level of 12%)

D. Materials

1. Have all inputs – including but not limited to fertilizers, compost feed stock, soil amendments, compost, manure, etc. – been added to the Materials List?

☐ Yes

☐ Not applicable, no inputs are used

E. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

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Section 6: Weed, Pest, and Disease Management (§205.206)

A. Preventative Practices

1. Identify all preventive practices used to manage weeds, pests, and diseases. Select all that apply:

	Weeds	Pests	Diseases
Crop rotation	☐	☐	☐
Soil and crop nutrient management	☐	☐	☐
Cover crops, green manures, and/or smother crops	☐	☐	☐
Diversified plantings and/or planting arrangements	☐	☐	☐
Selection of suitable species for growing location	☐	☐	☐
Use disease, pest, and/or weed resistant varieties	☐	☐	☐
Timing of planting	☐	☐	☐
Water or irrigation management	☐	☐	☐
Develop habitat for natural enemies and/or beneficials	☐	☐	☐
Use of nonsynthetic lures, traps, repellants	☐	☐	☐
Mowing or livestock grazing	☐	☐	☐
Mulching with biodegradable materials	☐	☐	☐
Flaming, heat, steam, and/or electrical	☐	☐	☐
Plastic or synthetic mulch and/or solarization	☐	☐	☐
Sanitation measures to remove disease vectors, weed seeds, and pest habitat	☐	☐	☐
Mechanical or physical means (cultivation, pruning, hand picking, etc.)	☐	☐	☐
Other – describe below or attach documentation:	☐	☐	☐

☐ Documentation attached

Describe:

B. Burning Crop Residue

1. Do you burn crop residue?

☐ Yes *(complete 1.a. below)* ☐ No *(skip to part C)*

1.a. Complete the table below to identify all crop residue that is burned as well as the reason for burning:

Crops that are Burned:	Reason for Burning:
	☐ Disease ☐ Germination ☐ Native ecosystem management
	☐ Disease ☐ Germination ☐ Native ecosystem management
	☐ Disease ☐ Germination ☐ Native ecosystem management
	☐ Disease ☐ Germination ☐ Native ecosystem management

C. Materials

1. Are all inputs used for controlling weeds, pests, and diseases (including synthetic mulches) listed on your Materials List?

☐ Not applicable, no materials used for pests, weeds, or diseases *(skip to part D)*

☐ Yes *(complete 1.a. and 1.b. below)*

1.a. Why are substances used for controlling weeds, pests, and/or diseases? Select all that apply:

☐ Preventative measures fail ☐ Economic thresholds are exceeded

☐ Other – describe below:

Describe:

1.b. If plastic or synthetic mulch is used, is it removed at the end of the growing season or after harvest?

☐ Not applicable, no plastic or synthetic mulch in use

☐ Yes, it is removed at the end of the growing or harvest season

☐ Other – describe below:

Describe:

D. Monitoring

1. How do you monitor the effectiveness of your pest, disease, and weed management plan? Select all that apply:

☐ Crop health observations ☐ Crop yield comparison

☐ Pest and disease scouting ☐ Pest traps/lures

☐ Other – describe below:

Describe:

2. How often do you monitor the effectiveness of your pest, disease, and weed management plan? Select all that apply:

☐ Daily ☐ Weekly ☐ Monthly ☐ Seasonally ☐ As needed

☐ Other – describe below:

Describe:

E. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

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Section 7: Natural Resources and Biodiversity (§205.200)

A. General Information

1. Identify any agencies, organizations or programs with which you have a current conservation plan or contract. Select all that apply:

☐ Not applicable, no current conservation plan or contract

☐ A national or regional government conservation agency (*e.g.,* USDA Natural Resources Conservation Service (NRCS), USDA Farm Service Agency (FSA), provincial or regional equivalents)

☐ Local soil or natural resource conservation authority (*e.g.,* Soil Conservation District or international counterpart)

☐ Certification or stewardship program (*e.g.*, Salmon Safe or similar regional initiatives)

☐ Land trust or land stewardship organization

☐ Other – describe below:

Describe:

2. What conservation practices do you use on your farm? Select all that apply:

☐ Terraces
☐ Fish screens
☐ Native plants/species
☐ Wildlife-friendly fences
☐ Provide/maintain habitat
☐ Preserve/restore wetlands and/or grasslands
☐ Efficient irrigation
☐ Legal conservation areas
☐ Preserve/restore wildlife corridors
☐ Manage livestock access to waterway
☐ Identify and remove invasive plants and animals
☐ Manage manure and fertility inputs to prevent run-off

- ☐ Retention ponds, swales, and natural contours to preserve water
- ☐ Timing of field activities (*ex*: delayed mowing to avoid disturbing nesting birds)
- ☐ Other – describe below:

Describe:

Note: Many organic practices may also align with NRCS conservation standards. Refer to the "Organic Practices and NRCS Resources" crosswalk under "resources" at: https://www.nrcs.usda.gov/getting-assistance/other-topics/organic. Find your local NRCS office for more information or to apply for NRCS technical and/or financial resources.

B. Monitoring

1. How do you monitor conservation and biodiversity efforts on your operation to show that you are maintaining or improving natural resources (*e.g.*, soil, water, wildlife habitat)? Select all that apply:

- ☐ Before and after photos
- ☐ Maintain conservation maps
- ☐ Farm logs and journals
- ☐ Plant, animal, insect surveys
- ☐ Periodic expert evaluation and report (such as NRCS)
- ☐ Other – describe below:

Describe:

2. How often do you monitor conservation and biodiversity? Select all that apply:

☐ Daily ☐ With each crop ☐ Seasonally ☐ Annually

☐ Other – describe below:

Describe:

C. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, provide it below:

Section 8: On-Farm Handling (§205.201, §205.270)

► *Complete this section for on-farm handling practices. If your operation conducts further processing or handling activities such as cooking, drying, mixing, repacking, or transport coordination, a completed Handling OSP may be required.*

A. General Information

1. Describe all post-harvest handling of organic products – including organic crops/feed produced on-farm, purchased organic crops/feed/products, etc. – in the chart below:

☐ Not applicable, no on-farm handling or processing

Process:	Organic Product(s):	Location where processing occurs		Certifier:	End Use:	
		On-Farm	Off-Farm Organic Location Name:		On-Farm Use	Sold
☐ Drying		☐			☐	☐
☐ Mixing		☐			☐	☐
☐ Blending		☐			☐	☐
☐ Grinding		☐			☐	☐
☐ Chilling		☐			☐	☐
☐ Freezing		☐			☐	☐
☐ Washing		☐			☐	☐
☐ Packaging		☐			☐	☐
☐ Seed Cleaning		☐			☐	☐
☐ Egg Cleaning		☐			☐	☐
☐ Cooking		☐			☐	☐
☐ Baking		☐			☐	☐
☐ Curing		☐			☐	☐
☐ Heating		☐			☐	☐
☐ Churning		☐			☐	☐
☐ Separating		☐			☐	☐
☐ Distilling		☐			☐	☐
☐ Extracting		☐			☐	☐
☐ Cutting		☐			☐	☐

☐ Fermenting		☐			☐	☐
☐ Preserving		☐			☐	☐
☐ Dehydrating		☐			☐	☐
☐ Canning		☐			☐	☐
☐ Slaughter		☐			☐	☐
☐ Other – describe below:		☐			☐	☐
Describe:						

2. Do you purchase, acquire, or otherwise obtain nonretail products for resale?

☐ No *(skip to question 3)* ☐ Yes *(complete question 2.a. below)*

2.a. Provide a description of all organic products that you resell:

3. Are all materials that are used during harvest and post-harvest handling – including products used in wash water, cleaners, sanitizers, inoculants/salts used in silage/baleage, pest control products etc. – listed on your Materials List?

☐ Yes ☐ Not applicable, no materials in use for harvest or post-harvest handling

B. Packaging

1. Identify all types of containers and packaging in use or planned for use. Select all that apply:

☐ Not applicable, no packaging of organic products *(skip to part C)*

☐ Plastic bags or liners ☐ Buckets or pails ☐ Cardboard ☐ Bulk bins or totes

☐ Glass jars or bottles ☐ Paper or butcher wrap ☐ Reusable crates or lugs ☐ Drums or barrels

☐ Other, describe:

2. Are all packaging materials free of prohibited materials (*e.g.*, fungicides, preservatives, fumigants)?

☐ Yes ☐ No, explain:

C. Marketing and Labeling

1. What types of labels do you use? Select all that apply:

☐ Not applicable, no labels are used *(skip to question 2)*

☐ Retail labels ☐ Nonretail labels

☐ Other – describe below:

Describe:

1.a. Attach color copies of all retail and nonretail label and marketing materials for products requested for certification. *All labels must be approved before use on product or in the stream of commerce.*

☐ Not applicable, no labels or marketing materials in use

☐ Attached

2. What types of marketing or advertising materials do you use? Select all that apply:
   - ☐ Not applicable, no marketing or advertising materials are used
   - ☐ Brochures ☐ Signs / banners ☐ Electronic marketing materials
   - ☐ Website:
   - ☐ Social media:
   - ☐ Other – describe below:

   Describe:

3. How do you label bulk containers, bins, or trucks (nonretail containers) to show they contain organic products? Select all that apply:
   - ☐ Not applicable, no nonretail containers are used
   - ☐ Labels are applied ☐ Paint or marker applied to container
   - ☐ Truck security seal ☐ Magnets applied to truck, wagon, rail container, etc.
   - ☐ Adhere records to transport window/unit while in transport and/or storage
   - ☐ Other – describe below:

   Describe:

4. Do all nonretail containers used to ship or store organic products contain a production lot number or other unique information that links the container to audit trail documentation?
   - ☐ Not applicable, no nonretail containers are used
   - ☐ Yes

D. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

ORGANIC SYSTEM PLAN (OSP) - CROP

Section 9: Facility Pest Management (§205.271)

► *This section describes how you manage and prevent pests in facilities/areas of storage, post-harvest handling, greenhouses, propagation areas, mushroom houses, and other on-farm processing activities. Complete this section to describe your preventive practices and control products applied or if you contract with pest control services for such areas.*

☐ Not applicable, I do not use pest control materials in areas where organic products are handled, processed or stored or any other structures *(skip to Section 10)*

A. Records and Contracts

1. Does your operation use a contracted Pest Control Company (PCC)?

☐ Yes *(complete 1.a. and 1.b. below)* ☐ No *(skip to question 2)*

1.a. Provide the name of the Pest Control Company (PCC):

1.b. Have you notified the Pest Control Company (PCC) that your operation is organic (recommended)?

☐ Yes

☐ No, explain:

It is important to clarify with the contracted PCC that this facility is handling organic goods, and that special pest management protocols or records may be necessary to ensure compliance with the USDA organic regulations and all applicable local, state, and federal regulations

2. What pest control records do you keep? Select all that apply:

☐ Pest sighting records ☐ Structural maintenance logs

☐ Site visit reports ☐ Pesticide application records

☐ Pest control map ☐ Monitoring device records

☐ Records demonstrating that corrective actions for sanitation and structural pest issues were addressed

☐ Other – describe below or attach documentation:

☐ Documentation attached

Describe:

To ensure a thorough and efficient inspection, all relevant records should be available for review by the inspector. This includes, but is not limited to, documentation providing evidence of notification to your PCC (if applicable), service reports detailing observations and actions taken, and maintenance logs that outline routine and corrective activities, including measures implemented to address issues.

B. Pest Management Approach

1. What preventive pest management practices are in place? Select all that apply:

☐ No pest pressures

☐ Monitoring

☐ Management of environmental factors (temperature, humidity, light)

☐ Barriers / prevent access / exclusion

☐ Good sanitation

☐ Removal of pest habitat, food sources, and breeding areas

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

2. Indicate the mechanical or physical pest control measures in place. Select all that apply:

☐ Not applicable, no mechanical or physical measures used

☐ Traps ☐ Repellants ☐ Light ☐ Sound ☐ Motion

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

3. How do you document the ineffectiveness of the preventive measures and cultural/physical controls, to justify the application of these materials? Select all that apply:

☐ Pest control log ☐ Incident reports

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

4. What types of pest control materials are used?

☐ None *(skip to part C)*

☐ Pest control materials are **only** used in non-production areas (*e.g.* offices, bathrooms, breakroom) *(skip to part C)*

☐ Pest control materials on the National List are used, and are identified on my Materials List

☐ Synthetic pest controls **not** on the National List are used, and are identified on my Materials List

5. If pest control materials are used, what measures are in place to prevent contamination of organic products, ingredients, packaging, and food contact surfaces? *Under §205.271(c), you must prevent contact between pest control materials and organic products/livestock.* Select all that apply:

☐ No pest control materials are used

☐ Residue testing ☐ Rinse before organic

☐ Non-permeable packaging or cover ☐ Documented employee training

☐ Bait stations or other containerized methods ☐ Placed in cracks and crevices with no organic contact

☐ Documented removal of products and packaging during treatments (documented removal time may vary, contact your certifier to determine appropriate removal)

☐ Other – describe below or attach documentation

☐ Documentation attached

Describe:

C. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

ORGANIC SYSTEM PLAN (OSP) - CROP

Section 10: Contamination and Commingling Prevention (§205.105, §205.272)
► *Complete this section regarding crop production, including crops used as inputs for livestock production (e.g., feed, roughage/bedding).*

A. General Prevention

1. Describe how you prevent commingling of organic and nonorganic crop products:

☐ Not applicable, I do not produce nonorganic crops

Describe:

2. How do you store materials that are not permitted for use in organic production systems (*e.g.,* prohibited fertilizers, etc.)? Select all that apply:

☐ Not applicable, no use or storage of materials that are not permitted for use in organic production

☐ Materials not allowed in organic production are stored separately (dedicated)

☐ Organic-compliant and non-compliant materials and/or storage areas are clearly labeled (designated)

☐ Other – describe below:

Describe:

3. Is treated lumber used in organic production areas? (*e.g.*, fence posts, plant stakes, raised beds etc.)?

☐ Not applicable, no treated lumber used on my operation *(skip to part B)*

☐ No, treated lumber is not used in or near any organic production areas *(skip to part B)*

☐ Yes *(complete 3.a. below)*

3.a. Describe how the treated lumber is prevented from contact with organic crops or soil:
Note: USDA organic regulations prohibit the use of lumber treated with prohibited materials for new installations and for replacement purposes contacting crops, soil, or livestock. Lumber treated with prohibited materials and installed or used for replacement purposes prior to your operation achieving certification is permitted, provided there is no contact with crops.

☐ Treated lumber is covered with plastic, metal, untreated wood, or other permitted substance

☐ Buffer zone maintained

☐ Other – describe below:

Describe:

B. Water

1. Do you use water?

☐ Yes ☐ No *(skip to part C)*

2. What is water used for? Select all that apply:

☐ Irrigation for crops/pasture ☐ Washing crops ☐ Foliar sprays/inputs

☐ Cleaning equipment

☐ Other – describe below:

Describe:

3. What is your water source? Select all that apply:

☐ On-site well ☐ River/creek/pond ☐ Rain barrel/cistern

☐ Spring ☐ Municipal ☐ Irrigation district *(complete 3.a.)*

☐ Other – describe below:

Describe:

3.a. For irrigation water sourced from an irrigation district, does the district periodically add any substances to the water system that are prohibited in organic production (*e.g.*, algicide)?

☐ Not applicable, I do not source water from an irrigation district

☐ Yes, describe your plan for monitoring and preventing these substances from contaminating your fields and crops:

Describe:

☐ No, attach documentation from the irrigation district(s) which confirms this:

☐ Attached

4. If you add any materials to water, have you included them on your Materials List?

☐ Not applicable, no materials are added to water

☐ Yes, all materials that are added to water are identified on my Materials List

C. Shared-Use Equipment

1. Who performs harvest activities for your operation?

☐ My operation (self/staff)

☐ Custom harvester or outside service *(complete 1.a. and 1.b. below)*

1.a. Describe how you ensure organic integrity is maintained during harvest, including: how harvest containers and equipment are cleaned prior to use, how organic and nonorganic products are kept separate and the type of documentation used to confirm compliance (*e.g.*, written agreement, MOU, or SOP)

Describe:

1.b. Attach any agreements or documentation that describes the custom harvester's or outside service's responsibilities and cleaning procedures.

☐ Not applicable – no agreements or documentation

☐ Attached

2. Identify all equipment and containers used for both organic and nonorganic production in the table below, including: equipment and/or containers used in crop production, planting, field work, harvest, irrigation, seedling production, post-harvest handling, transport, livestock feed milling/processing, etc.

☐ Not applicable, no equipment or containers are used for both organic and nonorganic *(skip to part D)*

Shared-Use Equipment and Containers:	**Own or Hired/Rented/Borrowed:**
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired
	☐ Own ☐ Hired

D. Storage

1. Complete the table below to identify all storage locations under your management that are used for organic crop production:

☐ Not applicable, I do not store any organic crop production at locations that I manage *(skip to question 3)*

Storage ID or Facility Name:	**Storage Type:** *(e.g., grain bin, silo, barn, cellar, etc.)*	**Capacity:**	**Location:** *(Address, GPS coordinates, or parcel/field name)*

2. In the table below, identify all off-site or third-party storage locations that are **not** under your management which are used for organic crops, livestock feed (*e.g.*, rented freezer space, bin space at a different organic farm, etc.):

☐ Not applicable, I do not store any organic crops/feed at locations that I do not manage *(skip to part E)*

Storage Facility Name:	**Organic Products Stored:**	**Is this Facility Certified Organic or Exempt?** *Please attach the organic certificate for certified facilities or an Exempt Handler Affidavit or equivalent for exempt facilities*	
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached
		☐ Organic ☐ Exempt	☐ Attached

2.a. How do you prevent contamination and commingling during storage? Select all that apply:

☐ I only store organic products

☐ Organic and nonorganic storage areas are separate and do not touch

☐ Organic and nonorganic products are always clearly labeled

☐ Storage areas are cleaned before use for organic and records verify this

☐ Other – describe below:

Describe:

E. Transport

1. Identify transportation used for organic products

Incoming Products (Receiving)		Outgoing Products (Shipping)	
☐ Railcar	☐ Container truck or similar	☐ Railcar	☐ Container truck or similar
☐ Air freight	☐ Courier (DHL, FedEx, etc.)	☐ Air freight	☐ Courier (DHL, FedEx, etc.)
☐ Maritime vessel	☐ Tanker truck	☐ Maritime vessel	☐ Tanker truck
☐ Livestock Trailer	☐ Other – describe below	☐ Livestock Trailer	☐ Other – describe below
Describe:		Describe:	

2. Who is responsible for transporting or arranging transportation of organic crop/feed products? Select all that apply: *Note: If transportation is not managed by your operation and not certified organic, an Exempt Handler Affidavit or similar documentation may be required.*

Incoming (Receiving)	Outgoing (Shipping)
☐ Sellers	☐ Buyers
☐ My operation (self/staff)	☐ My operation (self/staff)
☐ Third-party transloader or shipper	☐ Third-party transloader or shipper
☐ Other – describe below	☐ Other – describe below
Describe:	Describe:

3. What practices are in place to ensure contamination is prevented during transport? Select all that apply.

- ☐ Clean truck affidavit
- ☐ Cleaning and sanitizing material records
- ☐ Supplier documentation
- ☐ Truck cleaning procedures
- ☐ Wash tags
- ☐ Tanker seals
- ☐ Marine surveyor report
- ☐ Other – describe below or attach documentation
  - ☐ Documentation attached

Describe:

4. What practices are in place to ensure organic products are not commingled with nonorganic products during transport? Select all that apply.

- ☐ Distinctly labeled or marked containers
- ☐ Closed containers
- ☐ Transported at different dates/time
- ☐ Visually distinct
- ☐ Shipped on separate, marked vehicles
- ☐ Shipped from separate destinations
- ☐ Other – describe below or attach documentation
  - ☐ Documentation attached

Describe:

5. Describe the practices used to ensure uncertified transporters do not perform activities that may require organic certification, such as:
   - Combining, splitting, containerizing, packing/repacking, treating, sorting, opening, enclosing, or labeling/relabeling
   - Loading or unloading unpackaged products to or from an uncertified storage location

☐ Not applicable, no uncertified transporters used for incoming or outgoing products or ingredients

Describe below:

F. Cleaning and Sanitation

1. How do you ensure that equipment, storage, and transport units are clean and that contamination and/or commingling does not occur? Select all that apply:

☐ Not applicable, all equipment, storage, and transport units are dedicated to organic production

☐ Visual inspection ☐ Blown/swept out ☐ Water-only wash ☐ Purge

☐ Use of approved cleaning/sanitizing products identified on my Materials List

☐ Other – describe below:

G. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, provide it below:

Section 11: Record Keeping and Traceability (§205.103)

► *Complete this section to indicate all types of records you maintain or plan to maintain. This section is applicable to all types of operations.*

► *Have all records available for review upon inspection.*

A. General Records

1. Describe the recordkeeping system your operation uses to document all activities related to the production, handling, and sale/distribution of organic products in sufficient detail to be readily understood and audited. *Optional: attach recordkeeping templates or SOPs for reference.*

☐ Documentation attached

Describe:

2. Describe how records are maintained (*e.g.*, notebook, computer, database, electronic files) and who maintains them.

Type of records maintained:

Who maintains records:

3. I understand that organic operations must maintain records that:
   - Span the time of purchase or acquisition, through production, to sale or transport
   - Are traceable back to the last certified operation
   - Are able to demonstrate that quantities (yield) of crops harvested and sold are reasonable for the amount of acres/areas planted
   - Clearly identify organic ingredients/products and distinguish them from nonorganic where required by the regulation (*e.g.,* nonretail containers, audit trail documentation)
   - Are kept for at least 5 years
   - Are available for inspection and copying during normal business hours
   - Include nonorganic records if applicable to demonstrate compliance

☐ I confirm that I understand the recordkeeping requirements.

Additional comments:

4. What are the unique identifiers used to link records for traceability? Select all that apply:

☐ Field number/ID	☐ Contract number/ID	☐ Settlement Statement number/ID
☐ Lot numbers	☐ Storage location	☐ Purchase order number/ID
☐ Seal number	☐ Container number	☐ Bill of Lading number/ID
☐ Weigh Ticket number ID	☐ Production Date/Time	

☐ Other – describe below:

Describe:

B. Records Maintained

1. What types of records do you maintain for organic crop production? Select all that apply:

- ☐ Planting records
- ☐ Harvest records
- ☐ Pest management
- ☐ Cultivation
- ☐ Tillage
- ☐ Input/material application
- ☐ Weeding
- ☐ Mulching
- ☐ Disease management
- ☐ Compost production records
- ☐ Shared equipment cleaning log

Other – describe below:

Describe:

2. What types of input and materials records do you maintain? Select all that apply:

- ☐ Non-GMO seed verification
- ☐ Input/material usage records
- ☐ Untreated seed verification
- ☐ Input/material information (labels, SDS, etc.)
- ☐ Seed search/Commercial availability
- ☐ Input use records verify all restricted inputs are used in accordance with their use restriction
- ☐ Purchase receipts / invoices

Other – describe below:

Describe:

3. What types of general production and management records do you maintain? Select all that apply:

- ☐ Monitoring records
- ☐ Clean out records
- ☐ Storage records
- ☐ Inventory records
- ☐ Post-harvest production records
- ☐ Condition of natural resources, including soil and water quality

Other – describe below:

Describe:

4. What types of purchase, sales, and transport records do you maintain? Select all that apply:

- ☐ Organic certificates
- ☐ Bill of Lading
- ☐ Packing slips
- ☐ Invoices
- ☐ Contracts
- ☐ Other – describe below:
- ☐ Weigh tickets
- ☐ Delivery slips
- ☐ Purchase records
- ☐ Settlement statements
- ☐ Purchase receipts

Describe:

5. For organic products shipped or received in nonretail containers, how do your records identify the last certified operation that handled them? (*e.g.*, crops, seeds, seedlings etc.)

- ☐ Not applicable, I do not handle organic products in nonretail containers
- ☐ Shipping records identify the last certified operation
- ☐ Receiving records identify the last certified operation
- ☐ Batch, lot, or production records identify the last certified operation
- ☐ Bills of lading or other transport documents identify the last certified operation
- ☐ Other – describe below:

Describe:

C. Import and Export

NOP Import Certificates are required for the import of organic agricultural products into the U.S. The certificate must be issued by a certifier before the shipment departs the country of origin. The certificate is generated in INTEGRITY by certifiers. These certificates verify that the imported product complies with the applicable organic regulations, ensuring traceability and preventing fraud.

Additionally, various international equivalency agreements require import/export certificates to be issued for organic products to enter their county. See USDA NOP International Trade Partners web page for details of the arrangements.

1. Do you import organic products or ingredients to the United States (U.S.) or export organic products or ingredients to any other countries? Select all that apply.

- ☐ No, I do not import or export organic products or ingredients *(skip to part D)*
- ☐ Yes, I import organic products or ingredients to the U.S.
- ☐ Yes, I export organic products or ingredients

2. Describe the measures or procedures in place to ensure organic integrity is maintained at the port of export or entry.

3. Identify the type(s) of records kept for imports and exports. Select all that apply:

- ☐ Contractual agreements
- ☐ Use of allowed materials for all phytosanitary treatments
- ☐ Maintain FDA Emergency Action Notifications if treatments are performed
- ☐ Operations Organic Certificate
- ☐ Entry Summary
- ☐ Labeling of products
- ☐ Obtain phytosanitary certificates when these are required by import regulations
- ☐ Import Certificates
- ☐ Export Certificates
- ☐ Other – describe below

Describe:

4. If you import organic products into the U.S., how do you ensure that each shipment is accompanied by the appropriate import documentation? Select all that apply.

☐ Not applicable, I do not import organic products into the U.S. *(skip to question 5)*

☐ Maintain current NOP Import Certificate for each shipment upon receipt

☐ Each compliant import is declared organic by entering NOP Import Certificate data into the US Customs and Border Protection Automated Commercial Environment (ACE) system

☐ Each import is clearly identified and marked as organic on all import documents

☐ Other – describe below

Describe:

4.a. How will you verify and document that each imported shipment has had no contact with prohibited substances pursuant to §205.272 or exposure to ionizing radiation pursuant to §205.105, since export?

5. Do you export USDA organic products from a foreign country to the U.S.

☐ No, I do not export to the U.S. *(skip to question 6)*

☐ Yes *(complete questions 5.a – 5.c. below)*

5.a. How will you ensure that the appropriate export documentation accompanies products sent to the United States? Select all that apply.

☐ Request a NOP Import Certificate from my certifier prior to export for each organic agricultural product and for each U.S. importer

☐ Organic exported products are clearly identified and marked as organic on all shipping documents, including invoices, packing lists and bills of lading, etc.

☐ Other – describe below

Describe:

5.b. How will you verify and document that each shipment has had no contact with prohibited substances pursuant to §205.272 or exposure to ionizing radiation pursuant to §205.105?

5.c. If multiple shipments of organic product/ingredients are included under one Import Certificate, describe the control system in place to ensure that the certificate dates and volume limits are not exceeded.

6. Do you export organic products to any countries that require export certificates as part of the trade arrangement (*e.g.*, TM-11 (Japan, Taiwan); Certificate of Inspection (COI) (EU, UK, Switzerland); NAQS Import Certificate (Korea); operation certificate attestation (Canada)? *See USDA NOP International Trade Partners web page for details of the arrangements.*

☐ No, I do not export to any other countries

☐ Yes *(complete questions 6 a-b below)*

6.a. List the export countries and describe how you request, verify, and maintain required export certificates.

6.b. Describe how you ensure the product meets the requirements of the destination country for the arrangement (*e.g.,* labeling, production restrictions, etc.). *See USDA NOP International Trade Partners web page for details of the arrangements.*

D. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

ORGANIC SYSTEM PLAN (OSP) - CROP

Section 12: Mushroom Production (§205.210)

► *Complete this section if your operation is seeking certification for organic mushroom production for mushrooms that are not wild harvested.*

☐ Not applicable, no organic mushroom production *(skip this section)*

☐ Not applicable, organic mushrooms are wild harvested *(skip this section and complete the Wild Crops section 13 instead)*

A. General Information

1. Are all mushrooms, spawn, or related mushroom products that are requested for certification listed on your Crop/Livestock Products List?

   ☐ Yes

2. How are mushrooms produced at your operation? Select all that apply:

   ☐ Blocks, bricks, or bags ☐ Beds or trays

   ☐ Wooden logs ☐ Outdoors on ground in beds, mulch, or soil

   ☐ Other – describe below:

   Describe:

3. What aspects of mushroom production occur at your operation? Select all that apply:

   ☐ Spawn production ☐ Substrate preparation

   ☐ Harvest and/or packaging ☐ Inoculation

   ☐ Composting

   ☐ Other – describe below:

   Describe:

4. Provide below or attach a description of your mushroom production practices, including any composting practices, spawn production, managing spent substrate/media, or other related activities:

   ☐ Documentation attached

   Describe:

5. If you source nonorganic spawn, describe the procedure in place for conducting commercial availability search for organic spawn:

☐ Not applicable, all spawn in use is organic *(skip to question 6)*

Describe:

Commercial availability means the ability to source an organic product in the appropriate form, quality, and quantity. Nonorganic spawn may only be used when an organic version is not commercially available. Producers must demonstrate a good-faith effort to source organic versions, documenting their attempt to procure commercially available organic versions before using approved nonorganic alternatives.

5.a. Identify the types of records kept onsite to demonstrate efforts of your commercial availability search. Select all that apply.

☐ Phone logs ☐ Emails ☐ Spreadsheet

☐ Records of web searches ☐ Commercial Availability Form ☐ Other – describe below:

Describe:

5.b. If organic spawn is not commercially available for your intended use, how do you justify the use of nonorganic spawn? Select all that apply:

☐ Performance ☐ Marketability ☐ Quantity available

☐ Yield ☐ Vigor ☐ Stores well

☐ Characteristics – describe:

☐ Other – describe below:

Describe:

6. Do you produce both organic and nonorganic mushrooms?

☐ Yes *(complete question 6.a.)* ☐ No *(skip to question 7)*

6.a. Describe how you prevent contamination and commingling. Select all that apply:

☐ Separate areas, structures, or facilities / organic mushrooms are produced in an organic-only area (dedicated)

☐ Organic and nonorganic production areas / mushrooms are labeled (designated)

☐ Organic production is conducted at a different time from nonorganic production (alternated)

☐ Equipment is shared and is cleaned prior to organic use

☐ Other – describe below:

Describe:

7. Are all purchased products (including organic spawn, pre-inoculated substrate, materials used in making substrate/spawn, etc.) identified on your Supplier List?

☐ Not applicable, no purchased products in use

☐ Yes, all purchased products are listed on my Supplier List

8. Confirm that you have completed Sections 1-11 above, as applicable, in reference to mushroom production activities.

☐ Yes, I have completed Sections 1-11 above, as applicable.

B. Production Area Information

☐ Not applicable, all mushrooms are grown outside in beds, mulch, soil and all growing locations are identified in Section 3 (Land Requirements) above *(skip to Section 13)*

1. Complete the table below to identify all mushroom production facilities/areas:

Facility or Area Name:	Location or Address:	Approx Size
Example: Shiitake logs	*Edge of Field A*	*500 sq ft.*
Example: Agaricus Building 1, Room 2	*123 Street, Town*	*1,250 sq ft.*

2. Confirm that all mushroom production facilities/areas are identified on your map(s):

☐ Yes, all growing areas/facilities are identified on map(s)

C. Materials

1. Do you use composted plant or animal materials in your mushroom substrate?

☐ No

☐ Yes *(complete 1.a. and 1.b. below)*

1.a. Describe below how the compost is produced and monitored to ensure it meets NOP requirements

- Confirmation that the compost reaches and maintains a temperature of at least 131°F (55°C) for a minimum of three days, and
- How the compost is turned or managed during this process

Describe:

1.b. If you purchase compost to use in the substrate, describe how you verify the compost meets these same requirements.

Describe:

2. Do you use nonorganic **uncomposted** plant materials (other than wood-derived materials) to produce spawn or substrate?

☐ No, plant material (other than wood-derived materials) is either composted or is organic *(skip to question 3)*

☐ Yes *(complete 2.a. – 2.c. below)*

2.a. If organic versions are not commercially available, how do you justify the use of nonorganic uncomposted plant materials? Select all that apply:

☐ Quality of product ☐ Form ☐ Quantity available

☐ Other – describe below:

Describe:

2.b. Describe the procedures used to search for organic materials, the criteria used to evaluate if available organic plant materials would be functionally equivalent, and the records kept to document your search.

Describe:

2.c. Does your recordkeeping system document all purchases of nonorganic materials and include a summary of the type(s) and total amount of each nonorganic material used in substrate?

☐ Yes

☐ Other – describe below:

Describe:

3. Have all input materials (including spawn, substrate, materials used in making substrate/spawn, wood materials, additives, pest controls, etc.) been identified on your Materials List?

☐ Not applicable, no input materials in use

☐ Yes, all input materials are listed on my Materials List

D. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here:

ORGANIC SYSTEM PLAN (OSP) - CROP

Section 13: Wild Crops (§205.207)

► *Complete this section if your operation is seeking certification for organic wild crops.*

☐ Not applicable, no organic wild crops *(skip this section)*

A. General Practices

1. Are all wild crops that are requested for certification listed on your Crop/Livestock Products List?

   ☐ Yes

2. Are all wild crop harvest areas identified in Section 3 (Land Requirements) and on your map(s)?

   ☐ Yes

3. Provide below or attach a description of your wild crop harvest areas and harvesting practices. Include the following:

   - Description of natural environment where wild crops are harvested.
   - Description of any equipment planned for use.
   - Point and non-point sources of contaminants and prohibited materials.
   - List of rare, threatened, or endangered terrestrial or aquatic plants or animals that occur in the harvest area and if applicable, describe any negative potential or actual impacts from wild crop practices and any actions taken to address/correct them.

   ☐ Documentation attached

   Describe:

4. How do you ensure that wild crop harvest will not be destructive to the environment and will sustain the growth and production of the wild crop? Select all that apply:

- ☐ Wild crops are not harvested every year
- ☐ A significant percentage of wild crop is left unharvested
- ☐ Do not harvest/gather from small or young plants
- ☐ Physical area that supports the ecosystem is maintained
- ☐ Allow for re-establishment
- ☐ Collectors are trained on how to care for the plant and environment
- ☐ There is a small footprint in gathering (*e.g.*, few people, no/low impact equipment, etc.)
- ☐ Reseeding and/or pruning of existing plants
- ☐ Other – describe below:

Describe:

5. Confirm that you have completed Sections 1-11 above, as applicable, in reference to wild crop activities.

- ☐ Yes, I have completed Sections 1-11 above, as applicable.

B. Monitoring

1. How do you monitor the health of wild crops and the impact of your harvesting or gathering practices? Select all that apply:

- ☐ Visual observation of wild crop health and count
- ☐ Input from conservation personnel
- ☐ Visual observation of environment including soil and water quality
- ☐ Other – describe below:

Describe:

2. How often do you monitor? Select all that apply:

☐ Seasonally ☐ During key points of the wild crop cycle

☐ As needed ☐ Under the direction of conservation personnel

☐ Other – describe below:

Describe:

C. Additional Information

1. If there is any additional information regarding this section that you would like to provide to your certifier, please provide it here: