**Organic System Plan – Handler**

This document must be completed and submitted as an electronic word document.

Person updating/completing this Organic System Plan : Date:

*Select one depending if this is an initial application for certification or a renewal application for continuation of certification:*

NEW APPLICANT

RENEWAL APPLICATION

RENEWAL APPLICATION WITH OSP UPDATES

*National Organic Program (NOP) regulations require Organic System Plans (OSPs) to be reviewed and updated annually. Whenever you anticipate a change in your operation’s practices, procedures or materials, please update and re-submit the sections or pages that reflect that change.*

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| SECTION H1: General Information NOP Rule §205.201 and §205.401 | | | | | |
| 1a. Business / Operation Name | | | | 1b. dba Name (if applicable) | |
| 1c. Address | | | | 1d. City | 1e. For office use only  PLc: |
| 1f. State | | 1g. Zip code | | 1h. Country | |
| 1i Billing information: Same as Physical address | | | | | |
| Address:  City:       State:       Zip code:       Country: | | | | | |
| 1j. Legal representative | | | | 1k. Authorized representative (contact person for certification) | |
| 1l. Phone | | 1m. Fax | | 1n. Email | |
| 1o. Alternate Contact(s): | | Name: | | Email: Phone #: | |
|  | | Name: | | Email:Phone #: | |
|  | | Name: | | Email:Phone #: | |
| 1p. Legal status:  Sole proprietorship  Trust or non-profit  Corporation  Cooperative  Legal partnership (federal form 1065)  Other (specify) | | | | | |
| 1q. Does a State Organic Program apply to your operation?  Yes  No | | 1r. If yes, list State:  Date of Application: | | | 1s. State Registration #:  Expiration Date: |
| 1t. Does your operation’s projected gross agricultural income from organic sales total $5,000 or less annually?  Yes  No  **If yes**, do you intend to sell your products to anyone that will resell them as “organic” or use as an ingredient in an “organic” product?  Yes  No  ***\*If you answered “Yes” to the first question and “No” to the second, you may be considered an exempt operation. Please feel free to contact Primus Auditing Ops for further information before continuing.*** | | | | | |
| 1u. Production Months:  January  February  March  April  May  June  July  August  September  October  November  December  1v. What are your business hours?:  1w. What is your inspection language preference?  1x. What language is your documentation?  1y. Does your operation handle:  Organic product only  Both organic and non organic product  1z. Do you understand the current organic standards?  Yes  No  1aa. Do you have a copy of current NOP organic standards?  Yes  No  1bb. Give clear driving directions to the facility requested for organic certification for the inspector or confirm, the GPS will get you to the facility location:   * When are you available to contact?  Morning  Afternoon  Evening * When are you available for inspection?  Morning  Afternoon  Evening | | | | | |
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| SECTION 2: Prior Organic Certification and/or Noncompliance §205.405 (e) | | | | | |
| 2a. Have you ever been denied certification, suspended or revoked?  Yes  No  **If yes**, list the certifier name:  2b. You must provide all documentation related to the denial, suspension or revocation of certification. Did you submit the supporting information?  Yes  No  *If you answered No; in order to proceed with the review process Primus Auditing Ops must obtain all information to conduct a compliance review*. | | | | | |
| 2c. Are you currently certified organic?  Yes  No | | 2d. If yes, please attached a copy of your current organic certificate | | | |
| 2e. Have you ever been certified organic?  Yes  No | | 2f. If yes, please attached a copy of your previous organic certificate | | | |
| 2g. List all non-compliances from your last certification and state how the non-compliances have been addressed.  No non-compliances  Non-Compliances:  *Attach documentation that verified non-compliances have been addressed.* Attached  Yes  No | | | | | |

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| SECTION 3: Scope verification: HANDLING, PRODUCTS NOP Rule 205.201(a) and 205.202(a) and (b) |
| YEAR:  3a Does your operation import or export any products to other countries?  Yes  No  If **yes**, list countries:  Imports:  Exports:  If yes, you must request and complete the International Markets OSP Addendum  3b. Are you adding or removing facilities this year (Change of physical location)?  Yes  No  If Yes, please explain  3c. Are you adding or removing products, labels, or ID marks this year?  Yes  No  If Yes, please explain  3d. Are you adding or removing requested standards (NOP, EU, US-CAN Equivalency, etc.) this year?  Yes  No  If yes , please list below and you must request and complete the International Markets OSP Addendum  3e. Have you reviewed the Organic System Plan and verified that it is current and the practices described are being implemented?  Yes  No  3f. Date of last OSP submitted for review: N/A, first time applicant  3g. Please describe any additional changes made to the OSP:N/A, first time applicant  *Please fill in subsections 4 and 5. Please be advised that the information disclosed in this section on facilities and products will be used to develop the organic certificate and its attached products list. Review carefully and verify it is consistent with other sections of this Plan.*  Signature  Date  *If making updates between annual certification dates, complete this page and the applicable section of the OSP where the update is made.* Send updated OSP to [organicadmin@primusauditingops.com](mailto:organicadmin@primusauditingops.com) when complete. |
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| SECTION 4: Facility Information  Not applicable  NOP Rule §205.201 and §205.401 | | | | |
| 4a.  Not applicable, the company is a:  trader  broker  private label owner that does not process or store organic products in a facility.  4b. Do you manage and or are requesting certification for other sites?  No  Yes If yes, complete the following: | | | | |
| 4c. Complete ALL information for each location managed by the Organization (conventional & organic sites): | | | | |
| **Site ID/Name** | **Site Address, city, state** | **Country** | **Contact Name and Phone Number** | **Description of Site activities and responsibilities:** |
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| 4d. Write a short description of your operation’s process: | | | | |
| 4e. Process Flow Diagram Attached Yes  No  *\* Provide a schematic or written description of the process flow from receiving through to finished product shipping.*  *\*Include equipment, all areas where processing aids are used, and any areas that are critical to maintaining organic integrity.* | | | | |
| 4f. Products handled at this facility:  Organic & Non-organic  Organic  4g. Estimated annual total production at this facility: % non-organic       % organic   |  |  |  |  | | --- | --- | --- | --- | | 4h. Please list all conventional products handled in your facility: | | | | | 1. | 6. | 11. | 16. | | 2. | 7. | 12. | 17. | | 3. | 8. | 13. | 18. | | 4. | 9. | 14. | 19. | | 5. | 10. | 15. | 20. | | | | | |
| 4I. Do you have a Quality Program in place? Yes  No **If yes**, please list:  **If yes**, are you audited by a third party for this system?  **Yes**  No **If yes**, list name of audit company:  *Please have your most recent audit report available at the inspection.* | | | | |

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| SECTION 5: Products - TO BE LISTED IN CERTIFICATE BY ID MARK AND MARKET NOP Rule §205.201(a) | | | | | | | |
| **PRODUCT\***  requested for certification  *if marketed / labeled by specific varieties*  *please list them separately* | **ID Mark**  list all ID marks including all non-retail, retail and private labels used or to be used this year  use one separate line per each id mark | **Specify Label Type:**  1.Indicate if the label is retail or non-retail.  2.Check private label if ID mark is not owned by the legal entity on this OSP. | **Label attached**  mark with X IF label is been attached  see note 1 | **Market**  **see note 2** | | |  |
| **NOP** | **Other**  **Please specify Equivalency Request:** | | **Inspector Use Only** |
|  |  | Retail  Non-Retail  Private Label |  |  |  |  |  |
|  |  | Retail  Non-Retail  Private Label |  |  |  |  |  |
|  |  | Retail  Non-Retail  Private Label |  |  |  |  |  |
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|  |  | Retail  Non-Retail  Private Label |  |  |  |  |  |

***Please complete a Product Formulation Worksheet for each for multi-ingredient product.*** *Attached:*  *Yes  No*

***Please complete a Supplier List form to include all ingredient/product suppliers used.*** *Attached:*  *Yes  No*

***Please complete a Private Label Agreement for each brand name that you do not own.*** *Attached:* *Yes  No*

***NOTE 1****: All labels must be approved by Primus Auditing Ops prior to their use. This includes private labels. Please send them as high resolution pdf, jpg, or bmp color electronic files or as high resolution 8.5 x 11 color hard copies.*

***NOTE 2****: If finished product is intended to be marketed in Canada, the EU or Japan, or other countries, additional verification is needed to the relevant equivalency agreement or arrangement. Please contact Primus Auditing Ops for assistance in adding international markets to the scope of your verification. Please complete the Equivalency Agreements OSP Addendum.*

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| SECTION 6: Natural Resources  Not applicable  NOP Rule §205.200 | |
| **NOP regulation 205.200 states:** The producer or handler of a production or handling operation intending to sell, label, or represent agricultural products as “100 percent organic,” “organic,” or “made with organic (specified ingredients or food group(s))” must comply with the applicable provisions of this subpart. Production practices implemented in accordance with this subpart must maintain or improve the natural resources of the operation, including soil and water quality.  Please carefully answer the questions below regarding maintaining and improving natural resources. |  |
| **6a. Water**  Not applicable  6b. Check the water source that your operation uses:  Municipal, list municipality name:  Well  Other, describe:  6c. Attach a copy of the water analysis verifying portability if water is from a non-municipal source. Is the document Attached?  Yes  No  Name of document:  6d. Describe any practices in place used to conserve water: |  |
| **6e. Waste Management**  Not applicable  6f.Describe any practices in place used for waste management:  6g. Do you recycle waste materials?  Yes  No  Please describe: |  |
| **6h. Energy Conservation**  Not applicable  Describe any practices in place used for energy conservation (i.e. solar, wind): |  |
| **6i. Air Quality**  Not applicable  Describe any practices in place used for air quality management: |  |

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| SECTION 7: Organic Integrity  Not applicable  NOP Rule §205.270 and §205.272 | |
| 7a. Do you process any conventional (non-organic) products (known as “split/ parallel production”)?  Yes  No   * If yes, please explain what administrative practices and/or physical barriers are in place to prevent commingling and/or contamination of organic products with non-organic ingredients, products, and/or prohibited substances.   7b. Please provide a list of non-organic products processed (generic categories may be used). Is the document attached? No Yes, name of document: |  |
| 7c. Production Process Flow Diagram Attached?  Yes  No  *Please provide a schematic or written description of the process flow from receiving through to finished product shipping. Include all areas where processing aids are used, and any areas that are critical to maintaining organic integrity.*  7d. Do you have a Program in place for (Standard Operating Procedure)?  Yes  No  If yes, please attach and list the name of the document:  If yes, are you audited by a third party for this system?  Yes  No  If yes, list name of audit company:  *Please have your most recent audit report available at the inspection.* |  |
| 7e. Are incoming ingredients sampled for quality or testing?  Yes  No  If yes, are sampling tools dedicated for organic use only?  Yes  No  If no, please describe how sampling equipment is cleaned prior to organic sampling and or attach your procedure: |  |

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| SECTION 8: Organic Integrity - Storage  Not applicable  NOP Rule §205.270 and §205.272 | |
| 8a. Are organic ingredients stored at this facility?  Yes  No  8b. Are organic finished goods stored at this facility?  Yes  No  8c. Are organic ingredients or finished goods ever stored at an offsite warehouse? Yes  No  ***If yes****, please have the warehouse complete a Storage Facility Affidavit (Org-037) or provide an organic certificate from the Warehouse used.* Attached? Yes  No |  |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Storage** | **Type**  **(Cold, Dry, Frozen)** | **Dedicated Organic** | **Offsite Used** | **Capacity** | **ID Name / Number** | | Ingredients |  | Yes  No | Yes  No |  |  | | Work in Process |  | Yes  No | Yes  No |  |  | | Finished Goods |  | Yes  No | Yes  No |  |  | | Packaging Materials |  | Yes  No | Yes  No |  |  | | Other: |  | Yes  No | Yes  No |  |  | |  |
| 8d. If Storage Areas Are Not Dedicated for Organic Use, Please Describe How Commingling with Non-Organic Products Is Prevented: |  |

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| 8e. In what form are finished products shipped?  dry bulk  liquid bulk  tote bags  tote boxes  paper bags  foil bags  metal drums  mesh bags  cardboard drums  cardboard cases  plastic crates  other (specify)  8f. Check types of packaging material used:  bulk  paper  cardboard  wood  glass  metal  foil  plastic  waxed paper  aseptic  natural fiber  synthetic fiber  other (specify)  8g. Is packaging documented to be free of any packaging materials, storage containers, or bins that contain a synthetic fungicide, preservative, or fumigant?  Yes  No  *If yes, please attach documented evidence.* |  |
| 8h. Do you use water in your post-harvest handling?  Yes  No   * If yes, does it come into direct contact with crop or food contact surfaces?  Yes  No * If yes, have you documented that water meets the Safe Drinking Water Act?  Yes  No- Attach test results. |  |

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| SECTION 9: Organic Integrity - Equipment and Sanitation  Not Applicable  NOP Rule §205.270, §205.272 And §205.605 | |
| 9a. List All Equipment Used in Processing And Packaging. |  |
| |  |  |  |  | | --- | --- | --- | --- | | **Equipment Name**  **Please List** | **Dedicated Organic?** | **Is Equipment Cleaned or Purged Prior To Organic Processing?** | **Is Cleaning Documented?** | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  | Yes  No | Cleaned  Purged | Yes  No | |  |
| 9b. List any input used, including but not limited to cleaners, disinfectants, sanitizers, harvest fungicides or insecticides, waxes, coats, seals, wash water additives, etc.  ***Note: Permission of materials may be established by an EPA "For Organic Production" label, by the brand name listed on the Organic Materials Review Institute (OMRI) or Washington State Department of Agriculture (WSDA) List, or a list maintained or recognized by an accredited certifier. If the materials do not appear on one of these lists, you must obtain approval from Primus Auditing Ops******by submitting a label or other documentation from the manufacturer that fully discloses all ingredients. Please be advised that some materials are allowed with restrictions related to their source, manufacturing process or use. Primus Auditing Ops may request additional information as needed before assessing compliance. Keep all your inputs compliance documentation current (18 months or less).***   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Brand Name**  **(List Specific Formulation)** | **ingredients**  **(including any inerts, additives, preservatives, coadyuvants, inoculants, etc)** | **Direct contact with Food?** | **Compliance Approval**  **by:**  **(see note above)** | **Label**  **and also Compliance approval documentation attached?** | **If Product is Restricted (allowed in the National List but with annotations), describe how you comply with this NOP rule annotation.** | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |  | Yes  No |  | Yes  No |  | |  |
| |  |  | | --- | --- | | 9c. Use of Chlorine: NOP requirements  *- For food handling facilities and equipment, chlorine materials may be used up to maximum-labeled rates for disinfecting and*  *sanitizing food contact surfaces. Rinsing is not required unless mandated by the label use directions.*  *- Water used in direct post-harvest crop or food contact (including flume water to transport fruits or vegetables and wash water in*  *produce lines) is permitted to contain chlorine materials at levels approved by the Food and Drug Administration or the Environmental*  *Protection Agency for such purpose*   1. *Rinsing with potable water that does not exceed the maximum residual disinfectant limit for the chlorine material under the*   *SDWA must immediately follow this permitted use.*   1. *Certified operators should monitor the chlorine level of the final rinse water, the point at which the water last contacts the*   *organic product. The level of chlorine in the final rinse water must meet limits as set forth by the SDWA.*   1. *Water used as an ingredient in organic food handling should not exceed the maximum residual disinfectant limit for the*   *chlorine material under the SDWA, as required by the Organic Food Production Act (7 U.S.C. 6510(a)(7)).*  9d. Do you use chlorine or chlorine containing products?  Yes  No  9e. If yes, please describe its purpose, specific formulation (attach label) and where and how it is used.  9f. Please describe how you verify and document that chlorine use meets the above mentioned NOP  requirements:  *If chlorine levels are monitored, please attach a label or spec sheet of the test kit used.* |  | |  |
| 9g. Are all food contact surfaces food grade?  Yes  No |  |
| 9h. If purging is used, please describe purging procedures (or attach SOP):  Not applicable  Describe, |  |
| 9i. If cleaning records are not maintained, please describe why: |  |
| 9j. Are there any cleaners or sanitizers used on food contact surfaces that are not rinsed?  Yes  No  *Please list all cleaners, detergents and sanitizers used on equipment on the Materials List.* Attached?  Yes  No |  |
| 9k. Are any prohibited sanitizers (i.e. Quaternary ammonia) used?  Yes  No  **If yes**, how do you verify that residues are removed from food contact surfaces prior to processing organic products, describe? |  |
| *9l. Please attach Standard Sanitation Operating Procedures if applicable.* Attached Yes  No |  |

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| SECTION 10: Organic Integrity - Water and Boiler Usage  Not applicable  NOP Rule §205.270, §205.272, and §205.605 | |
| **Water**  Not applicable, water is not used  10a. In what capacity is water used?  cleaning and sanitation  cooking  cooling  ingredient  transport  processing aid  other, describe: |  |
| 10a. Are there onsite water treatments used?  Yes  No  *If yes, please list all water treatment chemicals on the Materials List.* Attached?  Yes  No |  |
| Boiler Use  Not applicable, a boiler is not used  10c. Does steam come into direct contact with organic products/ingredients during processing or packaging?  Yes  No  If yes, do you use boiler chemicals?  Yes  No  *10D. If yes, please list all boiler treatment chemicals on the Materials List.* Attached Yes  No  If yes, please describe how you prevent contamination of organic products from boiler chemicals: |  |

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| SECTION 11: Organic Integrity - Transportation  Not applicable  NOP Rule §205.270 and §205.272 | |
| 11a. Are you responsible for the transportation of incoming ingredients and/or outgoing finished goods?  Yes  No  11b. How are products received or shipped?  Field bins or boxes  bulk tankers  bulk railcars  palletized  totes  impermeable packaging  permeable packaging  drums  bags  boxes  other: |  |
| 11c. Do you receive organic ingredients in permeable or unsealed packaging (i.e. tankers, jute bags) or in re-usable containers (i.e. field bins, trays, railcars, tankers)?  Yes  No  ***Please note that transporters that combine or split unpackaged loads may need to be certified organic, with exception of milk haulers.***  11d. **If yes**, how do you verify organic ingredients have not been contaminated during transportation?  notify transport companies of organic status  truck inspections  dedicated organic transport vehicle  clean truck affidavit  wash tags  certified supplier provides documentation  other: |  |
| |  |  | | --- | --- | | SECTION 12: Organic Integrity - Packaging  Not applicable  NOP Rule §205.270, §205.272, and §205.605 | | | 12a. What type of packaging is used?  Not applicable, packaging is not used  aseptic  cardboard  glass  metal  natural fiber  synthetic fiber  paper  plastic  wood  other, describe: |  | | 12b. Is all packaging food grade?  Yes  No |  | | 12c. Are packaging and/or containers ever re-used (i.e. totes, bins, cardboard cartons)?  Yes  No  **If yes**, please list:  **If yes**, are re-used packaging/containers dedicated organic?  Yes  No  **If no**, please attach SSOP or describe practices in place to prevent commingling and/or contamination from non-organic product use: |  | | 12d. Is all packaging free from synthetic fungicides, preservatives and fumigants?  Yes  No  12e. Describe how this is verified: |  | | |

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| SECTION 13: Pest Control  Not applicable  NOP Rule §205.271 | |
| 13a. Who is responsible for pest control?  in-house  contracted pest control company (name & number with an invoice copy): |  |
| 13b. Do you have any pest issues?  Yes  No  **If yes**, please list problem pests: |  |
| 13c. What pest controls are in place? exclusion  removal of habitat  sanitation  mechanical (traps)  pheromone traps  monitoring  National List allowed materials  prohibited materials  other: |  |
| 13d. What strategies are used to prevent damage to the organic products before applying an approved substance to control it? |  |
| 13e. Are these preventative practices documented?  Yes  No |  |
| 13f. Before applying an approved substance to control the pest damage, do you document if the preventative practices were sufficient?  Yes  No |  |
| 13g. Are pest control materials used in processing or storage areas?  Yes  No  **If yes**, what procedures are in place to prevent contamination of organic ingredients, packaging and finished goods (SOP can be used in place of describing)? |  |
| 13h. Are pest control materials NOT listed on §205.605 and §205.606 used?  Yes  No  **If yes**, is there documented justification for use and verification that the pest control hierarchy in §205.271 has been followed?  Yes  No |  |
| 13i. Are pest control practices and material use documented?  Yes  No  **If yes**, what records are used?  pesticide use log  removal/re-entry records  cleaning records  other:  *Please list all pest control materials used on the Materials List.* Attached Yes  No |  |
| 13j. How do you monitor the effectiveness of your pest management program? |  |
| 13k. Rate the effectiveness of your disease management:  excellent  satisfactory  needs improvement |  |
| 13l. What changes do you anticipate? |  |

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| SECTION 14: Record Keeping System NOP Rule 505.103 | |
| *NOP Rule requires that records disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. Organic products must be tracked back to receiving. All records must be accessible to the inspector for review and copying during normal business hours.* |  |
| 14a. Please describe how records track finished products back to the receiving of ingredients: |  |
| 14b.Please describe your lot and or numbering system: |  |
| 14c. Where is the lot number located on the finished product packaging? |  |
| 14d. RECORDS:Which of the following records do you keep for organic production? Receiving records  Ingredient invoices, BOLs, Certificates of Analyses  Supplier certificates  Documentation of commercial unavailability for non-organic ingredients used in 95% organic products  Weight tickets  Verification of non-GMO, non-irradiated, no sewage sludge, National List annotations  Cleaning and sanitation records  Pest control records  Employee training records  Sampling and inspection records  QA reports  Ingredient inventory reports  Finished goods inventory reports  Export certificates  Label use records  Storage records that show storage location, identification, amounts, and cleaning activities  Clean transport records  Sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)  Shipping records (scale ticket, dump station ticket, bill of lading)  Transaction Certificates  Audit control summary  Complaint log  Other:  Are all records that verify organic compliance maintained for a minimum of 5-years beyond creation? Yes  No |  |
| 14e. Which of the following records do you keep for conventional production? Not applicable, no conventional  Same as the records listed above  other: |  |
| Section 17: Traceback and Mass Balance | |
| During the on-site inspection, inspectors are expected to conduct thorough trace-back audits and mass balance audits to verify traceability and record-keeping requirements (*§*205.103). Please make sure to have the documentation available needed to complete a mass balance and trace back during the onsite audit. Please note that the inspector will pick a product to conduct a traceback and choose the time frame to conduct a mass balance (may range from 1 month- 1 year). *What is a traceback?**A traceback is a trail of documentation that can be used to trace the origin of product and material inputs. The system should also show that it can trace forward and indicate which customer(s) received the product. This is usually accomplished by lot coding materials throughout a process and recording these lot codes at different points in the process.*  ***What is a mass balance?***  *A mass balance is defined as a reconciliation of the amount of incoming raw material against the amount used in the resulting finished products, taking into account process waste and rework. The purpose is to verify that the organic inputs purchased and used by the operation are sufficient in quanitity to produce the organic products that were sold.*  *Each operation’s record system keeping is distinctive, however example of documents that can be used to complete a mass balance are:*   * *Ingredients receiving records and purchase invoices* * *Inventory records for raw and finished goods* * *Harvest logs* * *Sales and shipping records for finished goods*     *References:*  *NOP Guidance 2602 Instruction Recordkeeping:* [*https://www.ams.usda.gov/sites/default/files/media/2602.pdf*](https://www.ams.usda.gov/sites/default/files/media/2602.pdf) | |

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| SECTION 15: Affirmation |
| I affirm that all statements made in this application are true and correct. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and National Organic Program Rules and Regulations. I understand that acceptance of this questionnaire in no way implies granting of certification by the certifying agent. I agree to provide further information as required by the certifying agent. **Name and Signature of Operator**      **Date**  I have attached the following documents:  Map(s)  Flow Chart  Supplier List  Product Formulation Worksheet(s)  Materials List  SOP(s) and/or SSOP(s)  Private Label Agreement  Organic product label(s), if applicable  Equivalency Agreements OSP Addendum  Warehouse Affidavit(s)  Other:  I have made copies of this questionnaire and other supporting documents for my own records.  **Submit completed form, fees, and supporting documents to:**  ***Organic Certification Program***  ***Primus Auditing Ops***  ***1259 Furukawa Way***  ***Santa Maria, CA 93458***  ***805.623.5563***  ***PrimusOrganic@primusauditingops.com***  ***www.primusauditingops.com*** |