| OWCP 04: Assurance of Organic Integrity | USDA Organic Regulations §205.201(a)(5); §205.202(c) and §205.272 |
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| 1. **TREATED LUMBER**   *Lumber treated with arsenate, copper, or other prohibited materials may not be used for new installations or replacement purposes when it contacts soil or crops.*   1. Is treated lumber (lumber treated with materials to prolong the usable lifespan of the lumber) used or planned for use on any parcel or structure you are applying to certify?  Yes  No   If yes, complete the table below:   |  |  |  |  | | --- | --- | --- | --- | | Use of treated lumber (e.g., trellis, fence post) | Location | Installation Date | How is contact with crops and soil prevented? | |  |  |  |  | |  |  |  |  | |  |  |  |  | | |
| 1. **EQUIPMENT & TOOLS** 2. Are all equipment and tools maintained so that fuel, oil and hydraulic fluid do not leak?   Yes  No  *N/A, I do not use equipment/tools with fuel, oil, or other fluids*   1. Complete the table below for all equipment and tools used, including equipment that your operation owns, rents, or is owned by contracted service providers.  |  |  |  |  | | --- | --- | --- | --- | | **Equipment / Tool Name** | **Owned (O), Rented (R), or Custom (C)** | **Used with organic crops only? (Y/N)** | **How is equipment/ tool cleaned/purged prior to use in organic production?** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |  1. How is equipment and tool cleaning/purging documented? | |
| 1. **HARVEST** 2. How are organic wild crops harvested? Check all that apply.  Mechanical  By hand  Other. Please describe: 3. Do you harvest wild crops from designated buffer zones?  Yes  No. *Skip to Question 3.*   If yes, how do you ensure crops harvested from buffer zones are not represented as organic?   1. Do you harvest both organic and non-organic wild crops?  Yes  No, I only harvest organic wild crops. *Skip to Question 4.*    1. Describe the management practices and barriers used to prevent commingling and contamination of organic and non-organic wild crops during harvest and/or transport from the field. | |
| 1. **POST-HARVEST HANDLING ACTIVITIES**   *Complete this section if you conduct post-harvest handling activities for your organic wild crops and/or products. Post-harvest handling includes washing, sanitizing, depulping, drying, curing, dehydrating, hulling, shelling, grinding, mixing, expeller pressing, freezing, cooling, ripening, cutting, chopping, sorting, sizing, or packing.*  *If you conduct more complex processing activities or process or handle crops from other operations, you may need to complete a separate Organic Handler Plan (OHP). Contact QCS if you have questions.*   1. Please describe all organic wild crops that will undergo post-harvest handling (e.g. dried herbs, washed wild crops)   *N/A, my wild crops are not handled post-harvest. Skip to Section E.*   |  |  |  |  | | --- | --- | --- | --- | | **Wild Crop Name** | **Ingredients** (if finished product is multi-ingredient) | **Post-Harvest Handling Activity** | **Tools/Equipment Used** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |  1. Are all post-harvest handling activities conducted by the same business entity and under the same management as the operation described in this Organic System Plan?  Yes  No 2. Will all post-harvest handling activities occur on or near a parcel that is part of this Organic Wild Crop Plan?  Yes  No   List location(s) of post-harvest handling activities.   1. Are all crops or other ingredients used in the finished product harvested by this operation?  Yes  No 2. Are all tools and equipment used in post-harvest handling cleaned or purged prior to use for organic production?   Yes, cleaned  Yes, purged  No. Explain:  If yes, please describe equipment cleaning and purging procedures in **Section B** above.   1. Does your on-farm facility also handle or process non-organic crops?  Yes  No   If yes, describe how you prevent commingling and contamination of organic crops during post-harvest activities.     1. Does your operation pack organic products for another company’s label or brand?   Yes  No. *Skip to Question 8.*  If yes, indicate the certification status of each company whose brand(s) your organic products are packed into. Check all that apply.  Uncertified. *Attach* ***Private Label Agreement*** *(one per brand owner)*  **Attached**  QCS certified. *List brand owner(s):*  Certified by another certifier and that certifier is identified on the label. *List brand owner(s):*  Certified by another certifier and QCS is identified on the label (QCS name, logo, or COB). *Attach* ***Private Label Agreement****.*  **Attached**   1. Do you save seeds from any wild crops for re-seeding use or sale?  Yes  No. *Skip to Question 9.*   If yes, describe seed handling activities:   1. Do you send any organic wild crops to an off-farm operation for post-harvest handling or processing, including drying, packing, labeling, or storage prior to sale?  Yes  No If yes, list off-site handling or storage facilities on **OSP 01: General Application.** | |
| 1. **SANITATION** 2. Do you use cleaners and/or sanitizers on equipment or food contact surfaces?   Yes. *List all cleaners/sanitizers in the table below* No. *Skip to Section F.*  |  |  |  |  | | --- | --- | --- | --- | | Type of Input | Product Name as it appears on Label | Manufacturer | Additional Info | | Cleaners and sanitizers for equipment and food contact surfaces |  |  | What equipment?  Rinse?  Yes No | |  |  | What equipment?  Rinse?  Yes No | |  |  | What equipment?  Rinse?  Yes No | |  |  | What equipment?  Rinse?  Yes No | | Cleaners and sanitizers in direct contact (including substances added to wash water) |  |  | What equipment?  Rinse?  Yes No | |  |  | What equipment?  Rinse?  Yes No | |  |  | What equipment?  Rinse?  Yes No |  1. How do you ensure cleaner and sanitizer residues are removed from organic contact surfaces?   Chlorine, peracetic acid, citric acid, hydrogen peroxide, phosphoric acid, and ozone – no rinse or air dry required  Rinse procedure. Describe:  Residue testing. Testing type:  Other. Describe:   1. Do you use quaternary ammonium compound (QAC) sanitizers, or other persistent compounds on surfaces that have direct contact with organic ingredients or products?  Yes  No. *Skip to Section F*.    1. If you use a Standard Operating Procedure (SOP) to ensure that zero QAC/persistent residues are left on food contact surfaces, attach a copy of your SOP.  **Attached Your SOP should answer all the questions below. If you do not have an SOP, answer the following questions:**       1. Describe the intervening rinse, purge, or other event that is used to remove residual persistent compounds.       2. Do you perform a test to ensure that all persistent compounds have been removed from food contact surfaces?  Yes  No Specify the test:       3. How often do you test?  Per production run  Every time persistent compounds are used   Other, specify: | |
| 1. **WATER AND WATER ADDITIVES** 2. Is water used in contact with organic products (e.g., wash water)?  Yes  No. *Skip to Section G.* 3. What is your water source? Check all that apply.  Municipal  On-site well  Other. Please specify: 4. How do you ensure the water is potable and meets Safe Drinking Water Act standards? You may attach water test results.   **Water test attached**   * 1. Describe on-site water treatment processes used (reverse osmosis, UV, carbon filtration, water softeners, pH adjustment, etc.), if applicable.        *N/A, I do not use on-site water treatments*      1. Do you add any substances to the water that directly contacts organic products (e.g., hydrogen peroxide, floating agents, chlorine, etc.)?   Yes. *List all materials in the table in Section E****.***  No. *Skip to Section G.*   * 1. If chlorine is used in direct contact with organic products, describe how you ensure that residual chlorine levels in the water do not exceed the maximum residual disinfectant limit of 4ppm under the Safe Drinking Water Act (SDWA).   N/A, no chlorine added  **Records or SOP for monitoring chlorine attached** | |
| 1. **MARKETING AND SOURCING** 2. Use the table below to describe how your operation markets organic and/or non-organic wild crops and products (including off-farm products). | |
| **Marketing outlet(s)** | **Are all products organic? If no, list nonorganic products** |
| Wholesale | Yes  No (list non-organic products): |
| Direct Market (specify below) | Yes  No (list non-organic products): |
| U-Pick |
| Consumer Supported Agriculture (CSA) |
| Farmers market. Location(s): |
| Farm stand/store. Location: |
| On-line sales |
| Social media (specify): |
| Other (specify): |
| 1. If your operation sells non-organic products, how do you prevent commingling and the misrepresentation of non-organic products as organic?  *N/A, I only sell organic products*      1. Do you sell organic products sourced from other operations?  Yes  No. *Skip to next OWCP Section.*    1. Do you repackage (move products into a different container than they were received in) or otherwise process certified organic products from off-farm sources? Yes  No   If yes, have you submitted the Organic Handler Plan (OHP) to describe your operation's processing or handling of organic products?  Yes  No  ***If you sell organic products sourced from other farms and have not submitted the OHP, complete the remainder of this section.*** | |
| 1. List all off-farm suppliers, organic products, and marketing outlets, and attach each supplier’s organic certificate.   None  **Attached**  |  |  |  | | --- | --- | --- | | **Off-Farm Supplier** | **Product(s)** | **Marketing outlet(s)** | |  |  |  | |  |  |  | |  |  |  | |  |  |  |  1. How does your marketing of organic products sourced from other farms clearly indicate that they were not grown by your operation? 2. Describe any repackaging or processing of organic products from off-farm sources and where the activities occur.  None | |
| 1. **FRAUD PREVENTION AND MONITORING**   ***Organic fraud*** *is the deceptive representation, sale, or labeling of nonorganic agricultural products as organic. You must maintain and implement practices on your operation to verify the organic status of suppliers and products in your supply chain and to prevent organic fraud. Your fraud prevention plan should reflect the activities of your operation, the complexity of your supply chain, and the scope(s) of your operation. QCS may request that you complete the* ***OHP Organic Fraud Prevention Plan*** *based on the complexity of your activities.*   1. Describe your supply chain or attach a separate flow chart or map. The supply chain should start with the certified operations from which you source agricultural products and end with the sale and transport of your organic products.  **Attached**   Include details of the following points in your supply chain, when applicable:   * organic products you receive from outside sources, including seeds, planting stock, annual seedlings, or other organic products for re-sale * off-farm storage locations * off-farm processing facilities and activities, including contracted activities * transport, destination of products, when/if ownership changes      1. Describe your procedures for verifying the current organic status of organic agricultural products your operation receives from off-farm sources, such as seeds, annual seedlings, planting stock, mushroom spawn, mushroom substrate, read-to-use blocks for mushroom production and/or organic crops for resale.  *N/A, this operation does not source any agricultural products from off-farm sources.*        1. Describe your procedures for verifying the organic status of outside operations that provide services such as storage, processing, or handling of organic crops before you sell them.  *N/A, I do not use outside operations to store, process, or handle my organic crops*      1. If your operation packs organic products into brands/labels owned by other operations, describe your process for verifying the current organic status of those certified brand owners.   *N/A, I do not pack organic products into brands for other operations*     1. How often do you review the organic status of your suppliers, organic products, ingredients, or services?   With each shipment  Monthly  Quarterly  Annually  Other. Please describe:   1. How do you monitor the effectiveness of your certification verification procedures?   Internal audits  Periodic review of records for quality control  Require sign-off from an employee for each transaction  Other. Please describe:   1. How do you train employees on the certification verification procedures described above? 2. Do you agree to report all cases of suspected organic fraud to QCS, the NOP, or other relevant competent authority and provide credible evidence such as photos, audit trail records, correspondence, residue sample results, etc., when you:  * receive internal or external test results that identify prohibited substances on organic products you produce or handle? * observe any instance of fraudulent activity within your operation or supply chain? * observe that the quantity of organic products received from a supplier exceeds their known production capacity? * Other. Please describe:   Yes  No. Please explain: | |