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|  | **CERTIFICATION SYSTEM FORM** | CODE**FM\_CERT\_OSP-L** |
| **NOP LIVESTOCK****ORGANIC SYSTEM PLAN** | Version 2.0Previous: 22/08/2023Effective: 12/03/2024 |

**Livestock Organic System Plan Questionnaire (OSP)**

***Please fill out this questionnaire if you are requesting organic livestock certification. Use additional sheets if necessary. Sign this form. In most instances, you must also complete and submit a Producer Organic System Plan.***

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| **SECTION 1: General Information NOP Rule 205.401** |
| Name & Position of Authorised Representative | Operation NameTrading as: | NCO Reg # |
| ABN: |
| Address | City | Physical address where different from postal address |
| State | Post code | Country |
| Phone | Fax Email  |
| Legal status: Sole proprietorship  Trust or non-profit Corporation Cooperative Legal partnership Other (specify)  |
| Year first certified | List previous organic certification by other agencies | List current organic certification by other agencies  |

1) Is your farm operation:

 100% organic a split operation (both organic and conventional production)

2) Indicate livestock enterprises requested for certification.

 dairy goats pigs sheep egg production

 beef poultry for slaughter other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3) Do you intend to certify any crops, cropland, or pasture acreage this year? Yes No

 If yes, have you also completed an Organic System Plan for crops? Yes No

***Please note that you must submit an Organic System Plan for crops to certify any land or crops including pasture.***

4) Products: Identify products to be sold as organic (live animals, meat, milk, fibre, other meat or dairy products, eggs, etc):

5) Please indicate the handling activities to be conducted on or off farm:

 mix, mill or grind livestock feed for use on farm

 process fibre cool & store milk milk animals or maintain a milking facility

 wash &/or pack eggs slaughter & eviscerate animals cool, cut & wrap meat

other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please note that you must submit an Organic Handling System Plan to certify the processing/handling portion of your operation unless it is covered by NOP certification of a facility.*

5) Which operations are conducted off-farm?

6) Contracted facilities for processing &/or handling: Name, location & certification details:

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| **SECTION 2: Prior Non compliances NOP Rule 205.406(a)(3)** |

1) Did you have any non-compliances from last year’s certification? Yes No Not applicable

If yes, please complete the following table, listing each non-compliance.

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| --- | --- |
| **Non-Compliance** | **Describe how you addressed the non-compliance** |
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*Attach additional sheet if needed.*

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| **SECTION 3: Livestock Inventory Descriptions NOP Rule 205.236** |

1) Provide the following information for the types and numbers of animals being raised for production this year. : Prior Non compliances NOP Rule 205.406(a)(3)

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| --- | --- | --- | --- |
| **Type** | **Organic** | **Conversion\*** | **Conventional\*\*** |
| Dairy cattle |  |  |  |
| Dairy goats |  |  |  |
| Dairy sheep |  |  |  |
| Beef cattle |  |  |  |
| Meat goats |  |  |  |
| Meat/wool sheep |  |  |  |
| Pigs |  |  |  |
| Chickens |  |  |  |
| Turkeys |  |  |  |
| (Other) |  |  |  |
| (Other) |  |  |  |

*\*Dairy animals can be converted to organic milk production after 12 months, but milk from these animals is not organic during the conversion.*

*\*\*Neither conventional nor conversion animals can be used for organic production, except as breeding stock.*

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| **SECTION 4: Origin of Organic Livestock NOP Rule 205.236** |

**A. Source of Mammalian Livestock**  Not applicable

*Livestock products that are to be sold or represented as organic must be from livestock under continuous organic management from the last third of gestation. Except:*

* *Nonorganic breeder stock may be brought onto an organic operation at any time. However, if offspring from that stock are to be raised as organic, the breeder stock must be brought onto the operation prior to the last third of gestation.*

1) Do you raise organic slaughter animals on-farm? Yes No Not applicable

2) Do you raise organic dairy replacement animals on-farm? Yes No Not applicable

3) Do you raise organic fibre producing animals on-farm? Yes No Not applicable

4) If you purchase any livestock, supply specific information: Not applicable

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Type of livestock** | **Identification no. /code** | **Date of purchase** | **Projected or actual birthing date** | **Purchase source** | **Organic (o)****Conventional (c)** | **Certification agency?** |
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*Attach additional sheet if needed.*

5) If you are a dairy operation, what is your current plan for replacement stock? Not applicable

Have you sourced transitioned animals from another certified operation?

If yes, have you submitted a request in writing to NCO under 205.236 d?

Did you receive the Administrators granting of the variance under 205.236d 2-3

 purchase organic dairy animals % of total replacements\_\_\_\_\_\_\_\_\_\_\_

 purchase conventional stock and transition them to organic % of total replacements\_\_\_\_\_\_\_\_\_\_\_

 raise own organic replacements % of total replacements\_\_\_\_\_\_\_\_\_\_\_

 other (please explain) % of total replacements\_\_\_\_\_\_\_\_\_\_\_

**B. Source of Poultry**  Not applicable

*Poultry or poultry products must be from poultry that have been under continuous organic management beginning no later than the second day of life.*

1) Do you hatch your own poultry on-farm? Yes No

2) If you purchase your young poultry, supply specific information: Not applicable

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| --- | --- | --- | --- | --- | --- |
| **Type of poultry** | **Flock number** | **Date of purchase** | **Age at purchase** | **Projected slaughter or egg production date** | **Source** |
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*Attach additional sheet if needed.*

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| **SECTION 5a): Livestock Feed and Feed Supplements NOP Rule 205.237, .238(a)(2), .271, .272** |

*Organic livestock producers must provide livestock with a total feed ration that is organically produced and handled, including pasture and forage. Nonsynthetic materials from any source and synthetic materials included on the National List may be used as feed additives and supplements. Plastic pellets and feed formulas with urea, manure, or slaughter by-products are not allowed. Feed supplements or additives in amounts above those needed for adequate nutrition and health maintenance are not allowed. Save all purchased feed, feed supplement, and feed additive labels and receipts for the inspector.*

**A. Feed**

 1) Feed ration table.

|  |  |  |  |
| --- | --- | --- | --- |
| Livestock type (slaughter, replacement dairy, young stock) | Feed or ration type (hay, silage, grain mix, etc.) & Brand name | **Status:****Organic (o)****conversion (c)****Conventional (c)** | **Ingredients** |
| *Example: poultry* | *Layer ration* | *O* | *Corn, soymeal, oats, hi-calcium limestone, nutri-balance mix* |
| *Example: stocker cattle* | *Baled hay* | *O* | *Mostly alfalfa* |
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*(Attach additional sheet if needed.)*

Do any of the above products contain imported product and /or ingredients? [ ]  Yes [ ]  No

 If yes, list them**.**

2) Do you produce any feed on your operation? Yes No

 a) If yes, please list:

3) Describe purchased feed: (Enter purchased supplements and additives in section B.) Not applicable

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| --- | --- | --- |
| **Type**  | **Sources** | **Certified By** |
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*Attach additional sheet if needed.*

4) How do you verify that the feed ration is sufficient to meet nutritional requirements?

5) What is your plan for meeting livestock nutritional needs if you have a shortage of organic feed?

**B. Feed Supplements and Additives**  Not applicable

*FDA-approved vitamins and trace minerals, including copper sulphate and magnesium sulphate, and electrolytes are allowed feed additives. Non-milk products or products from BST treated animals are not allowed. Products produced through genetic engineering (GE) or with the use of irradiation or sewage sludge not allowed.*

1) List all feed supplements and additives. Not applicable

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| --- | --- | --- |
| **Feed supplement or additive** | **Source** | **Reason for use** |
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*Attach additional sheet if needed.*

2) Do you use conventional supplemental milk replacers? Yes No

(*Note: Conventional milk replacers without antibiotics are allowed for emergency use only until October 21, 2007, and prohibited thereafter.)*

 a) If yes, how do you know they do not contain antibiotics and are not made with milk from rBST-treated animals?

**C. Feed Storage**

1) How do you prevent contamination of stored livestock feed?

2) How do you prevent commingling of organic and conventional stored feed? Not applicable

3) How do you prevent or control rodents in organic feed storage areas?

 traps glue boards sanitation cats other (please explain)

**D. On-farm and Custom Feed Processing**

1) Do you process your own feed (mix, grind, roast, extrude, etc.)? Yes No

*Please note: If you process organic feed for other producers or handlers, you must submit an Organic Handling Plan and become certified as an Organic Handler.*

a) If yes, is the equipment also used for nonorganic products? Yes No

b) If yes, how is the equipment cleaned prior to processing organic feed to prevent commingling of organic and nonorganic?

 swept out compressed air vacuumed purged other (please explain)

 c) If purged, do you maintain records of dates, product, and purged amounts? Yes No

2) Is any of your feed custom processed? Yes No

 a) If yes, is the operator certified organic? Yes No

1. If yes, provide the name and contact information of the processor.

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| **SECTION 5b): Livestock Pasture Management Plan NOP Rule 205.240**See also Section 8 Pasture |

A Pasture Management Plan is required for all Ruminant Producers from 17 June 2011. The producer must demonstrate with auditable records a functioning pasture management plan. Refer to Pasture Practice Standard NOP 205.240.

1) Map: all pastures utilized must be shown on the operation map, including location, size (hectares), identification/name, locations of permanent fences, shade and water sources. Maps attached Yes No

2) Describe pasture types (perennial, annual and the primary species mix).

3) What type of grazing is practiced? Describe

4) Describe typical size of paddocks, frequency of movement, duration of resting period for pastures, livestock density per hectare etc.

**GRAZING SEASON**

*Due to weather, season or climate, the grazing season may or may not be continuous, but must be 120 days per year minimum. It is the period of time when pasture is available for grazing due to natural rainfall or irrigation. The grazing season may be extended by the grazing of residual forage. The grazing season must be declared.*

5) Describe the conditions that characterize the grazing season on your operation. Include approximate start and end dates of the grazing season and hours per day grazed for each period (day and night).

6) How does the operation ensure that sufficient pasture is available to supply 30% of animal dry matter intake requirements during the grazing season?

7) How do you ensure enough pasture of sufficient quality to supply 30% of dry matter intake throughout the grazing season? (Rotational grazing, periodic pasture reseeding, irrigation, mowing/topping, other)

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| **SECTION 5c): Ruminant Dry Matter Demand & Intake NOP Rule 205.237** |

**DRY MATTER DEMAND & INTAKE DURING THE GRAZING SEASON**

*During the grazing season, producers shall provide not more than an average of 70% of a ruminant’s dry matter demand from dry matter fed\*, and an average of not less than 30% of their dry matter intake from grazing throughout the grazing season. Breeding bulls are exempted.*

*Dry matter fed does not include dry matter grazed from residual forage or vegetation rooted in pasture.*

*The method of determining dry matter demand must be stated. Dry Matter Demand & Intake Tables are provided by the USDA NOP on the website* [*www.ams.usda.gov*](http://www.ams.usda.gov) *NOP – go the Pasture Rulemaking Information page.*

1) Complete the table or provide your own sheets containing the information required for each class of animal during the grazing season.

Dry matter fed plus dry matter grazed = Dry Matter Demand %Dry matter fed plus % dry matter grazed = 100%

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Ruminant class &/or age group | Approximate Body Weight (Kgs) | Dry Matter demand during Grazing Season (Kgs/day) | Dry Matter Fed during Grazing Season (Kgs/day) | Dry Matter Grazed from Pasture during Grazing Season |
| Calves/young stock (weaned, up to 6 months) |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Heifers/Young stock (up to 2 years) |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Bred heifers |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Lactating animals (early) |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Lactating animals(late) |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Dry animals |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Slaughter stock |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |
| Other: |  |  | Kgs/day | Kgs/day |
| % of total DMI | % of total DMI |

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| **SECTION 6: Water NOP Rule 205.201, .239** |

1) What are your sources of water for livestock use?

 bore municipal river/creek/pond spring other (*specify*):

2) Are there immediate contamination threats to your water source(s), i.e. pesticide or fertilizer Yes No

 run off, industrial pollution, etc.?

 If yes, please describe the threat and the steps you are taking to mitigate the threat.

3) Water testing is advisable. What is the date of your last water test for coliform bacteria and nitrates?

 *(Attach copy if available)*

4) If you use additives in the water, list them and state reason for use: No additives used

5) If livestock have access to a river, creek, or pond how do you control erosion and protect water quality? No access

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| **SECTION 7: Living Conditions NOP Rule 205.201, .206(f), .239** |

*Organic livestock operations must establish and maintain livestock living conditions which accommodate the health and natural behaviour of animals. Animal environments must include access to shade, shelter, fresh air, outdoors, exercise areas, and direct sunlight suitable to the species, production stage, and climate; clean and dry bedding as appropriate to the system; and facility design which is safe and allows for natural behaviour. Manure must be managed such that nutrient recycling is optimized and soil and water degradation is minimized.*

1) Describe housing used: *All facilities and outdoor livestock areas should be indicated on attached maps.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of housing and map designation** | **Size (length x width)** | **Type of livestock housed** | **Number of animals Housed** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*Attach additional sheet if needed.*

2) Is bedding used? Yes No

 a) If yes, is this bedding typically consumed by the livestock? Yes No

 b) If so, do you have verification that bedding is organic? Yes No Not applicable

3) How often is housing cleaned out?

4) Describe sanitation or cleaning products used: No sanitation products used

5) Are any fumigants or prohibited pest control agents used in the facility? Yes No

 If yes, what steps do you take to prevent contamination of feed and livestock?

6) What source(s) of light is used in animal housing?

7) Is day length regulated using artificial light? Yes No

1. If yes, please describe:

8) What outdoor areas other than pasture do animals use?

9) How long are animals indoors (hours per day)? \_\_\_\_\_\_\_spring \_\_\_\_\_\_summer \_\_\_\_\_\_\_fall \_\_\_\_\_\_\_winter

10) If any livestock are routinely denied outdoor access, please describe the

 circumstances and/or stages of production involved: Not applicable

11) Describe locations of any treated (with prohibited materials) lumber that may come into contact with livestock:

12) If you raise your own chicks, answer the following: Not applicable

1. What is the type and size of housing used?
2. What is the approximate square footage per 100 chicks?
3. What bedding material is used?
4. What heating source is employed?
5. Additional relevant details:

13) Ruminant slaughter stock, typically grain finished, shall be maintained on pasture for each day that the finishing period corresponds with the grazing season for the geographical location. What is the specific finish perir for your stock

 Not applicable

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| **SECTION 8: Pasture NOP Rule 205.239(a)(2)**See also Section 5b) Pasture Management Plan |

*The National Organic Standard requires* ***access to pasture for all ruminants.*** *Pasture must be managed to provide feed value and maintain or improve soil, water, and vegetative resources. Access to pasture for ruminants must be continuous, with temporary confinement only for reasons of inclement weather, risk to soil and water quality, requirements of an animal’s stage of production, or conditions that jeopardize the health and safety of animals.*

1) Do you pasture any livestock? Yes No

 a) If yes, is pasture provided to ruminant stock? Yes No Not applicable

 b) If yes, is pasture provided to non-ruminant stock? Yes No Not applicable

2) Please describe all pastures used by all livestock: *All pastures must be indicated on field history forms.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Pasture ID** | **Acreage** | **Stocking rate and livestock type** | **Forage mix** | **What grazing system is used?** | **Is the pasture also mechanically harvested?** |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |
|  |  |  |  |  Rotational  Continuous Moveable pens |  Yes  No  |

*Attach additional sheet if needed.*

3) Which months of the year are ruminant livestock pastured? Not applicable

4) How many days per year, on average, are ruminant livestock under the

 age of 12 months on pasture? Not applicable

5) How many days per year, on average, are ruminant livestock over the

 age of 12 months on pasture? Not applicable

6) What techniques are used to prevent waste runoff?

 rotate pastures buffer zones limit number of grazing animals

 harrow to spread manure evenly other (please explain)

7) What techniques are used to prevent erosion?

 avoid overgrazing repair gullies terraces other (*please describe)*

8) Do you use fencing or other means to limit pastured livestock access to creeks,

ponds, or other water bodies? Yes No Not applicable

9) What techniques are used to prevent overgrazing or decline in the pasture resource?

 rotational/management intensive grazing rotate pastures with crops pasture renovation

 overseeding/reseeding liming/fertilization other *(please describe)*

10) How do you ensure buffers are maintained between grazing areas and land not under organic management?

 recessed fence line agreements with adjacent land owners/managers *(obtain documentation for inspectors)*

 agreements with road maintenance and utility crews *(obtain documentation for inspectors)*

 do-not-spray signs isolation from conventionally managed land other *(please describe)*

11) If ruminants are routinely denied access to pasture, please describe the circumstances

 and/or the stages of production involved. Not applicable

12) what are the reasons and timeframes for temporary confinement from the outdoors and from

pasture to verify the organic regulations at §205.239 for livestock living conditions;

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| **SECTION 9: Manure Management NOP Rule 205.239(a)(2)** |

*Manure must be managed so that it does not contribute to contamination of crops, soil, and water. Compost and manure are specifically defined in the NOP Regulations under Section 205.2.*

1) What type(s) of manure management do you use?

 spread immediately/soon as possible stockpile outdoors stockpile indoors

 composting liquid no centralized accumulation of manure e.g. year-round pasturing

 other *(specify)*

2) Do you apply manure or composted manure to your fields? Yes No

a) If yes, what is the approximate rate of application?

1. If yes, how many acres of land are available for manure and compost application?
2. If yes, list materials added to manure or manure compost (example: bedding, barn lime, inoculants, etc,)
3. If yes, during what months do you apply manure or manure compost?

3) If you do NOT apply manure to your own land, how do you ensure that nutrients are recycled?

4) Does your manure handling ensure that no contamination of water resources occurs? Yes No

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| **SECTION 10: Livestock Health Care Practices NOP Rule 205.238** |

*Producer must establish and maintain preventive livestock health care practices. When preventive practices and veterinary biologics are inadequate to prevent sickness, a producer may administer those synthetic medications allowed under §205.603 and retain organic status for the treated animal. Producers may not withhold needed treatment from a sick animal even if it compromises its organic status.*

**A. General Information**

1) Identify the general components of your animal health management program including preventive and management practices:

 choosing well-adapted species selective breeding raise own replacement stock

 isolation for purchased/diseased animals culling vaccinations good sanitation

 access to outdoors dry bedding good ventilation in housing good quality feed

 pasture rotation nutritional supplements probiotics low stress handling

 other *(please specify)*

**B. List health or disease problems in the last 12 months. Include vaccinations**

 **and parasiticides given or planned:**  No problems

*Note: Synthetic hormones and antibiotics are prohibited in organic production, but must be noted if used.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Health problem/disease** | **Animal ID/code** | **Product(s) used***(retain labels for inspector)* | **Approved (a)****Prohibited (p)** |
|  |  |  |  |
|  |  |  |  |
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*Attach additional sheet if needed.*

1) Please provide the name, address, and phone number of your veterinarian:

2) Are your animals tested for specific diseases on a routine basis? Yes No

1. If yes, what diseases are they tested for?

b) If yes, how is the testing done? by yourself veterinarian state or federal official

 other (please describe)

**C. Pest management**

*(Retain all product labels and other documentation for all purchased pesticides, parasiticides, pest control materials, fumigants, sanitizing, and medications for the inspector.)*

1. Indicate all livestock pest problems.

 flies internal parasites external parasites predators

 other *(please describe)*

2) If flies are a problem, what prevention and control measures do you use? Not a problem

 sanitation/manure removal sticky tape bug zappers good quality feed

 walk-through fly traps allowed/restricted pesticides commercial fly parasites/predators

 other *(please specify)*

3) If internal parasites are a problem, what prevention and control measures do you use? Not a problem

 controlled grazing multi-species grazing diatomaceous earth garlic or herbs

 probiotics allowed/restricted synthetic dewormers other *(please describe)*

 a) How do you monitor livestock for internal parasites?

 visual/body condition faecal analysis anemia evaluation

 no monitoring is done other *(please describe)*

 b) How often is monitoring done?

 daily weekly no monitoring is done other *(please describe)*

4) If external parasites are a problem, what prevention and control measures do you use? Not a problem

 facility sanitation facility fumigation dust/mud wallows diatomaceous earth

 sulphur dusts allowed/restricted pesticides medications other *(please describe)*

 a) How do you monitor livestock for external parasites?

 visual inspection of animals visual inspection of facility no monitoring is done

 other *(please describe)*

 b) How often is monitoring done?

 daily weekly no monitoring is done other *(please describe)*

5) If predators are a problem, what prevention and control measures do you use? Not a problem

 fencing bird netting guard animals traps noise makers

 pen/lock up animals at night restrict grazing when predation is frequent artificial lighting

 hunting other *(please describe)*

 a) If predation is a problem, do you take steps to ensure that your control measures Yes No

do not harm other wildlife?

**D. Physical Alterations:**

*Producers may only use physical alterations that promote the welfare of the livestock. Alterations must be done in a manner that minimizes pain and stress. NOP Rule 205.238(a)(5)*

1) List physical alteration practices you use none used

 castration dehorning ear notching tail docking branding

 removal of extra teats wing clipping beak trimming other *(please describe)*

2) Please describe physical alteration practices as listed above:

|  |  |  |
| --- | --- | --- |
| **Alteration practice** | **Method used and means for reducing livestock stress and Pain** | **Reason for alteration practice** |
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| **SECTION 11: Pre-Slaughter Management NOP Rule 205.102, .201, .272** |

*Humane methods of handling must be used for loading, unloading, holding, shipping, and slaughter.* ***Slaughter facilities must be certified*** *in order to sell meat as certified organic.*

1) Where are your livestock slaughtered? Not applicable

 no slaughter on-farm processing facility other *(specify)*

2) If poultry is processed on-farm, describe slaughter and processing procedures:

3) If livestock are processed off-farm, give the name of the facility where animals are slaughtered, along with the contact

person, address and phone number.

4) Is the facility certified organic? Yes No

 a) If yes, by what agency? *(retain proof of certification for inspector)*

5) Please describe how animal stress and injury is minimized during loading, transport, unloading, and slaughter:

6) How are organic meat products stored?

 distributed immediately/no storage storage at slaughter plant storage at farm site

 storage at separate facility other *(please describe)*

7) If products are stored with or near non-organic products, what steps are taken to ensure commingling does not occur?

8) Attach a copy of your livestock transfer documentation.

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| **SECTION 12: Milk Collection and Handling NOP Rule 205.201, .272** |

*Organic dairy operations must meet all applicable federal and state regulatory sanitation requirements. Somatic cell and bacteria count averages must be monitored. All inputs for sanitation must be allowed and verifiable. Equipment sanitizers must present no risk of contamination. Retain labels for all cleaners, sanitizers, teat dips, and other products for inspection.*

1) Please indicate type of milk handling systems you use. Not applicable

 pipeline automated step saver hand milking parlour

 tie stalls stanchions other *(specify)*

2) Describe cleaning cycle for milking equipment (water temperature, number of rinses, type of cleaning materials, etc.):

 a) Detergent name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Acid cleaner name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Sanitizer name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 b) Is cleaning followed by a clear water rinse? Yes No

4) Please specify products used to clean animals: None used

 teat dips *(specify name):* udder wash *(specify name):* other *(specify)*

5) If you have a split operation, or have conventional milking animals in your herd,

how do you ensure that the conventional milk does not commingle with organic milk? Not applicable

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| **SECTION 13: Egg Collection and Holding NOP Rule 205.102, .201, .272** |

*Organic egg operations must meet all applicable federal and state regulatory requirements. Facilities that handle eggs must be inspected and certified to verify that organic integrity is maintained. All inputs for animal sanitation must be allowed and verifiable. Equipment sanitizers must present no risk of contamination. Depending on the nature of your packing operation, you may be required to submit a separate handling plan.*

1) Where are eggs packed? Not applicable

 on-farm off-farm packing facility other *(specify)*

2) If eggs are processed at an off-farm facility, list the name of the facility, address, phone number, and contact person:

a) Is the facility certified organic? Yes No

 b) If yes, by what agency? *(retain proof of certification for inspector)*

3) If eggs are processed on-farm, indicate the type of packaging used:

4) If you have a split operation, how do you ensure that organic and conventional eggs

 do not commingle? Not applicable

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| --- |
| **SECTION 14: Fibre Clip NOP Rule 205.102, .201, .272** |

1) How is wool or hair handled after shearing? Not applicable

 Sold as organic unprocessed wool/hair

 Wool/hair sold/disposed of as non-organic

 Processed on-farm for organic product sales (organic handling plan needed)

 Processed on-farm for non-organic product sales

2) What steps do you take to ensure that organic wool/hair does not commingle with conventional products?

3) Are any cleaning or treatment products used on the unprocessed wool/hair? Yes No

If yes, please list.

4) Are the bags or other containers used to hold unprocessed wool/hair free of fungicides,

 Insecticides, or other prohibited contaminants? Yes No

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| --- |
| **SECTION 15: Animal Identification NOP Rule 205.201(a)(5), .236(c), .238(c)(7)** |

*Individual animal ID for slaughter and dairy is required. Flock identification for poultry is required. Separation and identification are required for those animals that have been treated with prohibited products.*

1) Describe your identification system: collars flock ID number ear tags

 tattoos leg bands branding other *(specify)*

2) Do you assign numbers and/or letters as part of your animal ID system? Yes No

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

3) Are any animals treated with prohibited materials? Yes No

 If yes, how are the animals identified and segregated?

4) If the entire poultry flock is treated with prohibited materials, what changes do you make to ensure that this flock is not sold as organic?

5) How does your ID system ensure traceability of animals and transfer of organic livestock?

a) coming onto the operation and following throughout their life?

b) leaving the operation?

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| **SECTION 16: Marketing and Labelling NOP Rule 205.300 through .311** |

1) How are meat products marketed/sold? Not applicable

 live animal sale wholesale retail export (specify market) other *(specify)*

2) How is milk marketed/sold? Not applicable

 wholesale retail processed on-farm export (specify market) other *(specify)*

3) How are eggs marketed/sold? Not applicable

 wholesale retail export (specify market) other *(specify)*

4) How are fibre products marketed/sold? Not applicable

 wholesale retail processed on-farm export (specify market) other *(specify)*

5) Do you use or plan to use the USDA Organic Seal on organic product

labels or market information? Yes No

6) Do you use or plan to use the NASAA label on product labels

or market information? Yes No

*Attach all organic product labels. All labels must be approved by NCO prior to use. Note that labels must state the certifier name.*

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| **SECTION 17: Record Keeping NOP Rule 205.103, .236(c)** |

*Records must disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. All records must be accessible to the inspector.*

**A. Records**

1) Note which types of records you keep:

|  |  |
| --- | --- |
| **Organic records (tick)** | **Description** |
|  | Documentation of purchased animals |
|  | Breeding records |
|  | Purchased feed and/or feed supplements |
|  | Feed labels |
|  | Organic certificates for purchased feed |
|  | Organic certificates for purchased organic animals |
|  | For first time certification of animals: feed records verifying 100% organic feed for one year |
|  | Health records (vaccines, medications, physical alterations, etc.) |
|  | Feed storage |
|  | Milk production |
|  | Meat slaughter records |
|  | Egg collection records |
|  | Egg packing records  |
|  | Non-organic livestock, livestock production, and sales records  |
|  | Sales |
|  | Shipping and receiving records; bills of lading, etc. |
|  | Animal transfer documentation |
|  | Other (describe) |

2) Do you use lot numbers for any products? Yes No

 a) If yes, give and example of your lot number and explain what each component means.

3) Are/will records be maintained for at least five years? Yes No

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| **SECTION 18: Split Production NOP Rule 205.201(a)(5)** |

1) Describe all prohibited substances and practices: Not applicable

|  |  |  |
| --- | --- | --- |
| **Prohibited substance or practice** | **Type of livestock** | **Where/when used** |
|  |  |  |
|  |  |  |
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*Attach additional sheet if needed.*

2) Describe measures taken to prevent the commingling of organic and non-organic livestock and livestock products (animal ID, segregation, audit trail, etc.)

3) Describe measures taken to prevent organic livestock and livestock products from contamination by prohibited substances.

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| **SECTION 19: Organic Fraud Prevention Plan NOP Rule 205.201(a)(3)** |

This section of the form is to describe the monitoring practices and procedures you use to verify suppliers in your supply chain to detect and prevent organic fraud, and to verify that your plan is effectively implemented.

Your Fraud Prevention Plan must be updated as needed to reflect changing circumstances, business practices, supply chains, etc.

# SUPPLY CHAIN MAP

Attach a map of your supply chain, beginning with the certified operations before you in your supply chain and ending with certified operations that you sell or ship organic products to.

* Include steps that happen off-site, such as transportation and storage.
* If product moves through different facilities, describe the flow across different facilities.
* Indicate when the product changes ownership, including any importing or exporting.

Supply chain map attached

# PROCESS TO VERIFY THE ORGANIC STATUS OF PRODUCT YOU ACQUIRE AND USE

You must obtain and keep records of organic certificates for all suppliers, importers, storage facilities, and any other certified organic operation you work with.

Ensure that all certificates are current and complete. For USDA NOP certified operations, refer to the [Organic Integrity Database (usda.gov)](https://organic.ams.usda.gov/integrity/) for their certification status.

Attach or describe your monitoring system e.g. how frequently you review organic certificates (annual verification is required at a minimum):

or Monitoring System attached

or Not Applicable, we do not take possession of product

When receiving, how do you monitor and verify that incoming organic products are from approved suppliers and are organic?

 Current organic certificate required with each shipment, supplier verified as approved

 Packaging/container labels

 Other (describe):

# PROCESS TO VERIFY SUPPLIERS AND MINIMISE SUPPLIER RISK TO ORGANIC INTEGRITY

Before sourcing from new suppliers or working with any other organic operation, you must review their organic certificate to ensure it is current and complete.

You must have a supplier approval program in place to identify, evaluate, and approve new organic suppliers and any other certified organic operation you may work with.

Provide a brief description (noting this will need to be demonstrated in full at inspection), of your current or planned supplier approval program:

or select what is included in your current supplier approval program:

 Verification that the supplier’s current organic certificate includes the list of certified products and identifies the products we source from them.

 Verification that the supplier agrees to provide timely organic certificate updates at least annually, or as needed.

 Verification that the supplier agrees to on-site inspections by a representative of my operation.

 Verification that the supplier can provide product residue sampling results as required and provide written notification of any positive residue results linked to product received by my operation.

or Not Applicable, we do not take possession of product ☐

# PRODUCT RISK ASSESSMENT TO IDENTIFY WEAKNESS

**Product assessment**

Operators must consider qualities that are fundamental to the product e.g., packaging, geopolitical, socio-economic.

**High risk examples**: product has a history of fraud, product is bulk/unpackaged, product comes from an area of political unrest/uncertainty, drastic increases or fluctuations in price, high demand, recent production challenges e.g., flooding, pests, large fluctuations in volume, or large disparity between organic and non-organic pricing.

**Low risk examples:** established long term supplier relationships, written sales contract addressing organic considerations, supplier readily provides information upon request, supplier is the producer of the organic product, end handler has complete traceability and visibility back to the farm level.

 Our product risk assessment is documented to describe any weaknesses.

Our product risk assessment is not documented, however this can be described at inspection.

 Not applicable to our operation, we do not take possession of product.

# CRITICAL CONTROL POINTS IN THE SUPPLY CHAIN

**Critical control point** is described as a step at which control can be applied and is essential to prevent or eliminate a hazard or reduce it to an acceptable level.

Based on your product risk assessment, have you identified critical control points in your supply chain?

 Our critical control points are documented.

 Our critical control points are not documented, however this can be described at inspection.

 Not applicable to our operation.

For each critical control point, has your operation developed and implemented mitigation measures to eliminate or reduce the risk of fraud or loss of organic status?

 Our mitigation measures are documented.

 Our mitigation measures are not documented, however this can be described at inspection.

 Not applicable to our operation.

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| **SECTION 20: Declaration**  |

# I affirm that all statements made in this application are true and correct. No prohibited products have been applied to any of my organically managed fields during the three-year period prior to projected harvest. 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 NASAA Certified Organic (NCO). I agree to provide further information as required by NCO.

Signature of Operator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_**\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_

I have attached the following documents:

 Maps of the operation (including buildings and pasture/grazing areas and showing adjoining land use and identification)

 Field history sheet (be sure to list pastures on field history sheets provided)

 Input product labels, if applicable

 Organic product labels, if applicable

 Other

 I have made copies of this questionnaire and other supporting documents for my own records & will refer to these in order to supply annual updates to NCO.

**Submit completed form, fees, and supporting documents to: NASAA Certified Organic P/L**