CAP 138 Resource Inventory Supplement –

Crop Production

Crop Production Overview 7 C.F.R. § 205.2-205.406

1. List all crops (or types of crops if your operation is highly diversified) you grow or harvest for which you are seeking organic certification. Include food and feed crops, pasture/forage, and wild-crops.

1. Check the box that describes your operation’s production systems:

[ ]  all organic production

[ ]  organic and non-organic production

1. Do you grow crops in soil?

[ ]  No

[ ]  Yes; please submit the following Crop OSP forms: Crop Rotation and Soil Management; Pest, Disease and Weed Management; Prevention of Contamination and Commingling; Recordkeeping, Labeling and Audit Trail. [**Attach pages 15-22 of the Resource Inventory Section of CAP 138.]** [ ]  Attached (4 forms)

1. Do you plant seeds, seedlings, or planting stock of any kind?

[ ]  No

[ ]  Yes; please submit the Seeds and Planting Stock form. [ ]  Attached

1. Do you use any off-farm input materials?

[ ]  No

[ ]  Yes; please submit the Materials List form. [**Attach page 23 of the Resource Inventory Section of CAP 138.]** [ ]  Attached

1. Do you produce seedlings or crops in containers with planting medium, or grow crops in a greenhouse, coldframe or hoophouse?

[ ]  No

[ ]  Yes; please submit the Greenhouse Crop form. [**Attach pages 24-26 of the Resource Inventory Section of CAP 138.]** [ ]  Attached

1. Do you produce compost or use purchased compost?

[ ]  No

[ ]  Yes

1. Do you use manure?

[ ]  No

[ ]  Yes

1. If Yes to either question 7 or 8, please submit a Compost and Manure form. [**Attach pages 27-28 of the Resource Inventory Section of CAP 138.]** [ ]  Attached
2. Do you harvest any wild-crops for sale as organic?

[ ]  No

[ ]  Yes; please submit the Wild-crop Harvest OSP [**Attach pages 29-30 of the Resource Inventory Section of CAP 138.]** [ ]  Attached

1. Do you do any post-harvest handling of your crop products?

[ ]  No; skip to question 13.

[ ]  Yes; check all that apply, or describe, as appropriate.

[ ]  wash product with water [ ]  cool product [ ]  clean product

[ ]  sort/size product [ ]  transport crops [ ]  bag or package crops

[ ]  grade product [ ]  store product [ ]  dry grain

[ ]  roast beans [ ]  clean seeds [ ]  other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. If any of the above post-harvest activities are checked, please complete a Crop Post-Harvest Handling OSP to describe the post-harvest handling activities to be certified.

[ ]  Attached

1. Do you perform complex handling of crop products (change their essential form, e.g., cut, cook, etc.)?

[ ]  No

[ ]  Yes; list handling/processing activities below, and complete the appropriate Handler OSP Forms to become certified as an Organic Handler. [ ]  Attached

*Please clarify the use of the Post-Harvest Handling OSP vs. Handler OSP forms with your certifier.*

1. Do you produce livestock or livestock products for which you are seeking organic certification?

[ ]  No; no organic livestock production

[ ]  Yes; please complete a Livestock Production Overview and all applicable Livestock OSP forms. [ ]  Attached

Update changes: Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Seed and Planting Stock 7 C.F.R. § 205.204

Check all boxes that describe what you use or plan to use:

1. Seeds and Annual Planting Stock

[ ]  not applicable; no seeds or annual planting stock used or planned for use

[ ]  certified organic seed, purchased

[ ]  certified organic seed, saved on farm (requires records)

[ ]  certified organic planting stock (e.g., seed potatoes, sweet potato slips, garlic, strawberry crowns)

[ ]  non-organic, untreated seed

[ ]  non-organic, untreated planting stock for annual crops

If non-organic seed or planting stock is used, please complete question 2 below.

1. Seed or Planting Stock Treatments And Inoculants

[ ]  not applicable; none used [ ] [ ]  inoculant [ ]  coating

[ ]  pelletization [ ]  priming [ ]  fungicide or insecticide

[ ]  disinfection [ ]  other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list specific treatments and inoculants:

1. Annual Seedlings

[ ]  not applicable; no annual seedlings grown or purchased

[ ]  seedlings or transplants grown on farm. Please complete the Greenhouse OSP.

[ ]  Attached

[ ]  purchased certified organic seedlings. List supplier and attach organic certificate.

[ ]  Attached

[ ]  other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Perennial Planting Stock (for crops grown as perennials, e.g., trees, shrubs, vines)

[ ]  not applicable; no perennial planting stock is used

[ ]  certified organic perennial planting stock is: [ ]  purchased

[ ]  produced/propagated on farm

[ ]  non-organic stock (describe, include date planted or anticipated planting):

[ ]  other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Commercial Availability

[ ]  not applicable; all seed and planting stock is certified organic

Note—If you use seed or planting stock (annual and/or perennial) that is *not* certified organic, describe (in general terms) how you determine whether an equivalent organic variety is commercially available (appropriate form, quantity and quality), and describe any efforts you are making to source more organic seed/planting stock in the future.

Please have documentation available for inspection that shows the source(s), quantity, variety(ies) and organic status of seed and/or planting stock used, whether purchased or produced on the farm. If non-organic seed or planting stock is used, provide documentation of your search for equivalent varieties of organic seed or planting stock and reasons for commercial non-availability (quantity, quality or form). If you grow any crops or use any inoculants that may be genetically modified (e.g., corn, soybean, canola, papaya, cotton, alfalfa, sugar beets, sugar cane, summer squash—zucchinis and yellow crook-necked varieties, rice, or sweet peppers, or alfalfa inoculant) please be prepared to show documentation that the varieties you grow are not genetically modified.

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Soil Management and Crop Rotation 7 C.F.R. §§ 205.2, 205.203, 205.205

**[Attach pages 15-22 of the Resource Inventory Section of CAP 138.]**

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Pest, Disease and Weed Management 7 C.F.R. §§ 205.206, 202.600-602, 205.103

 & Monitoring

**[Attach pages 15-22 of the Resource Inventory Section of CAP 138.]**

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Prevention of Commingling & Contamination 7 C.F.R. §§ 205.2, 205.201(a)(5), 205.202(c)

Describe the measures you take, including management practices and physical barriers, to minimize risks and prevent commingling or contact between organic and non-organic product, and contamination of organic product with substances prohibited in organic production and handling. Buffers must be “sufficient to prevent contamination.”

**Irrigation Water**

1. Do you irrigate? [ ] [ ]  No; skip to next section, Materials Storage. [ ] [ ]  Yes; describe your irrigation system type and water source(s) (e.g., onsite well, spring, creek, river, pond, or name of irrigation district (municipal/county/regional)):

If Yes, also describe how you assess and manage potential risks for contamination of irrigation water:

1. Do you obtain water from irrigation districts/public water sources? [ ] [ ]  No [ ] [ ]  Yes
2. If Yes, are you in contact with your irrigation district to ensure that no algaecides, fungicides or herbicides are entering your irrigation water source? [ ] [ ]  No [ ] [ ]  Yes
3. If you have a split operation, do you chemigate, or fertigate with prohibited substances during non-organic production? [ ] [ ]  No [ ] [ ]  Yes [ ] [ ]  Not applicable; all organic operation.
4. If yes, how do you prevent the contamination of organic products?

**Materials Storage**

1. Do you store any prohibited materials on farm? [ ] [ ]  Yes [ ] [ ]  No; skip to question 8.
2. If Yes, how do you clearly identify and separate allowed and prohibited materials?

**Equipment and Containers: Production, Application and Harvest**

1. Do you use (own/rent/contract) any equipment (seeders, fertilizer or pesticide applicators, harvest equipment or containers) that is also used for non-organic production?

[ ] **[ ]** No; all equipment is dedicated to organic.

[ ] **[ ]** Yes; please maintain cleaning records for equipment that is also used for non-organic production. These will be reviewed at inspection.

1. Describe your harvest practices and list the equipment and containers used:

1. Do you use the service of custom applicators (pesticides, fertilizers, other) or harvesters? [ ] [ ]  No [ ] [ ]  Yes; describe the service and how you monitor the prevention of contamination or commingling:

1. If any equipment or container is shared with non-organic products, describe how you prevent commingling and contamination.

[ ]  Not applicable; all equipment and containers are dedicated to organic product.

**Transport** [ ]  Not applicable; crops/products are sold before transport

1. Please describe the containers, equipment and vehicles used to transport crops/products harvested from the field, and describe the destination:

1. If any vehicle is shared with non-organic products, describe how you prevent commingling and contamination. [ ]  Not applicable; all vehicles are dedicated to organic product.

**Product Storage**

1. Check your crop/product storage practices.

[ ]  no crop or product storage

[ ]  store own product onsite (farm or production facility)

[ ]  store product in a facility that is certified organic *Please keep a copy of the organic certificate.*

[ ]  store product in a facility that is excluded per § 205.101 of the regulations (i.e., product remains in the same package or container and is not otherwise processed)

1. Describe crop(s) and type(s) of storage:

1. Please list all onsite storage areas that you manage, or contracted facilities with stand-alone certification. [ ]  Not applicable; no crops are stored

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of storage | Size/Capacity | Location: onsite or other facility name  | Crop(s) stored | Certifier (if contracted) |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

1. If any storage area is shared with non-organic crops/products, describe how you prevent commingling and contamination. [ ]  Not applicable; all storage is dedicated organic.

**Treated Wood**

1. Is there any treated wood on the farm? [ ] [ ]  Yes [ ] [ ]  No; skip question 20.

If Yes, indicate the date of installation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (MM/DD/YY)

1. Describe how contact between treated wood and soil, crops, and livestock is avoided.

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Materials List 7 C.F.R. §§ 205.203, 202.206, 202.600-606, 202.105

**[Attach page 23 of the Resource Inventory Section of CAP 138.]**

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|  |
| --- |
| **Recordkeeping, Audit Trail 7 C.F.R. §§ 205.103, 205.201, 205.205, 205.300- 311****and Labeling** |

**RECORDS KEPT**

Please note that if you produce both organic and non-organic crops, then you have a split operation. If you grow the same crops as both organic and non-organic, then you also have a parallel production. If you are a split operation of any type, please be prepared to show all production and sales records at your inspection that allow for tracking and production verification of both organic and non-organic crops (e.g., crop lists and acreages, input application records, equipment use and cleaning, harvest and sales records). Such records are necessary to facilitate production verification audits, and are especially important if the crops are visually indistinguishable, as in a parallel production.

1. What types of records do you keep?

Indicate all that apply. In order to document practices described in your OSP, you will need all records available for inspection. Some records must be documents from other businesses (such as seed and input purchase receipts, suppliers’ organic certificates, and soil or tissue test results). Others will be your own records of on-farm activities. You may design your own forms, or use/adapt templates or sample documentation forms available from the NOP, organic certifiers, or other sources, provided they include information needed to document compliant practices.

[ ]  Purchase or acquisition records for all inputs (e.g., receipts, delivery tags, custom applicator invoices)

[ ]  Input application records that show all materials applied to soil, water and crops (e.g., fertilizer and soil inputs, pest management materials and post-harvest handling), including product name/formulation and manufacturer, application date, rate or quantity, crop and location

[ ] [ ] [ ]  Seed, seedling, and planting stock, inoculant or seed treatments; seed-saving/propagation records; documentation of commercial non-availability of organic seed/non-GMO status of seed

[ ]  Copies of organic certificates from suppliers (i.e., organic seedling or transplant producers)

**[ ]** Planting and/or field activity records that show crop rotation, including cover crops/green manures

[ ] **[ ]** Activity and/or observation records (i.e., field log, notes on calendar or maps)

**[ ]** Manure use records showing interval between date of application and harvest date of crops grown for human consumption

[ ]  Compost production records (e.g., composting system, ingredients, C:N ratio, temperature, turnings)

[ ]  Monitoring records (e.g., soil or tissue tests, water tests, pest observation logs)

[ ]  Cleaning records (required if application or harvest equipment is not dedicated to organic)

[ ]  Harvest records (e.g., records showing location, crop, date harvested and transported from the field)

[ ]  Post-harvest activities (i.e., washing and grading product, bagging or boxing, etc.)

[ ] [ ]  Storage records (e.g., delivery/receiving tags showing facility location, crops, quantities, post-harvest activities and pest control)

[ ]  Shipping records (e.g., packing facility tags, delivery receipts, receiving documents, bills of lading)

[ ]  Sales records (e.g., invoices, purchase orders, grower statements, inventory lists)

[ ]  Others (describe):

1. The USDA organic regulations require that your recordkeeping system be adapted to your business, and fully disclose all activities and transactions of your operation. Please describe any plans you have to change or improve your recordkeeping system.

1. Do you keep production, harvesting and handling records pertaining to organic agricultural products for at least five years after their creation? [ ] [ ]  Yes [ ] [ ]  No

**LABELING AND AUDIT TRAIL**

1. Under what name(s), label(s) or brand(s) do you market your products?

1. What kinds of labeling do you use? Check all that apply:

[ ]  No product labels used

[ ]  Retail labels, such as printed boxes or bags, produce stickers, rubber bands or twist ties

[ ]  Signage and written materials (Farmers Markets or Farm Stands, Web site, brochure, CSA newsletter, or other promotional materials)

[ ]  Non-retail labeling for storage or shipping containers, such as bin or pallet tags.
7 C.F.R. § 205.307(b) states, “Nonretail containers used to ship or store raw or processed agricultural product labeled as containing organic ingredients must display the production lot number of the product if applicable.” If lot numbers are used, please complete question 6.

1. Describe your lot numbering system for non-retail packaging.

[ ]  Not applicable; no non-retail packaging used

1. If you use a label, please provide copies of all organic product labels used.

[ ]  Not applicable; no labeling used

[ ]  Current label previously submitted to my certifier

[ ]  New label(s) attached for review (labels must be approved before use)

1. Describe how your records can track your organic production from source (farm, field or production location) to final sale. Be prepared to demonstrate your recordkeeping system at inspection.

Update changes: Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Greenhouse Crop Production 7 C.F.R. §§ 205.201, 205.201(a)(5), 205.202(c)

**[Attach pages 24-26 of the Resource Inventory Section of CAP 138.]**

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Compost and/or Manure Use and/or Production 7 C.F.R. § 205.203

**[Attach pages 27-28 of the Resource Inventory Section of CAP 138.]**

Update changes: Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Crop Post-Harvest Handling 7 C.F.R. §§ 205.2, 205.270(a), 205.271

Use this Crop Post-Harvest Handling OSP to describe the activities to be included in your crop production certification. This form is intended for use by operations that handle only their own product and whose activities preserve the essential form of the product, such as washing, packing, cooling and storing produce, drying grain, and cleaning seed or preparing raw agricultural product for market or farm use.

Use Handler OSP forms if you handle crops or multiple-ingredient products not produced on your farm, or if your activities include complex handling activities, such as cooking, baking, curing, churning, separating, distilling, extracting, or manufacturing, canning, etc.

Please contact your certifier for clarity about which forms to use.

1. Describe the type(s) of post-harvest handling you do (e.g., grading, dry pack, wet packing line, flume washing of vegetables, grain cleaning, etc.).

1. What type(s) of crops are handled in your post-harvest handling facility?

**CLEANING AND SANITATION**

1. Describe how you clean your post-harvest handling area, including any food contact surfaces.
	1. List all materials you use or plan to use in the Materials List below. [ ]  Listed
	2. If you have a Standard Sanitation Operating Procedure (SSOP), you may attach a copy of the portion that covers equipment and organic food contact surfaces.

[ ]  Attached

**WATER USE**

1. Do you use water to clean crops or food contact surfaces? [ ]  Yes [ ]  No; skip to question 9.
2. If yes, identify the water source \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and indicate how it is used:

[ ]  to clean facility [ ]  to clean food contact surfaces

[ ]  to wash product [ ]  other (describe):

1. Do you add chlorine to wash water, dump tank, flume or other water that has direct food contact? [ ]  Yes [ ]  No; skip to question 9

If yes, how do you provide for a potable water rinse after the agricultural crop has been in contact with water with added chlorine? Please describe what rate or concentration you use, your rinse procedures, and any testing or monitoring you do.

1. Do you add any other material(s) to the water? [ ]  No [ ]  Yes; list materials you use in the Materials List below. [ ]  Listed

**FACILITY PEST MANAGEMENT**

1. List recurrent or potential pest problems, including flying or crawling insects, rodents, birds, etc.

1. Describe the strategies you use or plan to use to prevent, manage or minimize pest problems in your handling facilities (wherever washing, packing, grading, cleaning, cooling and/or storage occurs).

1. Indicate preventative (non-material) practices:

[ ]  sanitation measures [ ]  elimination of pest habitat or breeding areas

[ ]  clean up spilled product [ ]  temperature, humidity, and light control

[ ]  eliminate sources of food [ ]  seal doors and windows

[ ]  screen windows and vents [ ]  crack, crevice, and hole repair

[ ]  air curtains [ ]  positive pressure

[ ]  inspect incoming product [ ]  monitoring [ ]  other (describe):

1. Indicate mechanical or physical means of control, lures and repellants:

[ ]  mechanical traps [ ]  sticky traps [ ]  pheromone traps

[ ]  electrocuters/bug zappers [ ]  freezing [ ]  heat treatment

[ ]  other (describe):

1. When and how do you monitor for pests in storage areas?

1. What pest management and monitoring records do you keep?

**MATERIALS**

1. List all materials you use or plan to use in your post-harvest handling and facility pest management in the table below. Include cleaners, sanitizers, fumigants, rodenticides (e.g., Vitamin D3 bait), ripeners, sprout inhibitors, growth regulators, oils, coloring agents, waxes, boric acid, diatomaceous earth, gases, and soap products.

[ ]  No materials used [ ]  List of materials attached

|  |  |  |  |
| --- | --- | --- | --- |
| Substance orProduct brand name | Manufacturer | Reason for use (specify pest and circumstances) | On National List? Y/N |
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Please be prepared to provide written justification at your inspection for the use of any materials that are not on the National List of Allowed Materials, and/or to document compliance with any annotations.

Update changes: Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

Wild Crop Harvest 7 C.F.R. § 205.207; NOP 5022 Wild Crop Harvesting

 **[Attach pages 29-30 of the Resource Inventory Section of CAP 138.]**

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