



## ORGANIC SYSTEM PLAN– CROP PRODUCERS

Business Name:	Certification Number:
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### Section L. Packing

[NOS 205.272]

USDA organic regulations requires that packing practices and procedures present no contamination risk to organic products from commingling with non-organic products or contact with prohibited substances.

- Packaging materials, bins, and storage containers must not contain synthetic fungicides, preservatives, or fumigants.
- Reusable bags or containers that have been in contact with any substance in such a manner as to compromise the organic integrity cannot be used unless the bag or container has been thoroughly cleaned.

Not applicable. Only field packing occurs. Crops are not further packed or labeled on farm. *Skip to next section.*

1. Describe how you ensure organic crops and products are not commingled with non-organic crops during packing.

Not applicable, only organic crops are packed.

**Tip!** If you sell organic crops or processed products supplied from other operations, include the gross annual income from these organic sales with your total income when calculating your annual fee.

Maintain records regarding incoming products (purchasing, receiving, storage, packing, delivery, sales) and ensure organic and nonorganic products are clearly identified. Purchased product records must be auditable and made available during the organic inspection.

### Packaging

2. Do you pack organic products into shipping or storage containers (non-retail packages)?  Yes  No  
If yes, attach samples of all non-retail labels.

3. Do you pack organic products into retail packages (e.g. clamshells, bags, boxes or other containers the consumer takes home)?  Yes  No  
If yes, attach samples of all retail labels.

**Tip!** All new and updated labels must be submitted and approved by our office before they are used on organic products. For details on labeling organic products, see the labeling guidance, included in your certification packet and available online, or contact us directly with your questions.



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### Cleaning and Sanitizing

4. Describe the steps you take to cleaning and sanitizing any surfaces and equipment that come in contact with organic crops during packing:

**Tip!** Cleaning and sanitizing of surfaces and equipment that come in contact with organic products must be documented and records must be available at inspection.  
If materials are known to leave residues even after a potable water rinse (e.g. quaternary ammonium), you must take additional steps to prevent contamination of organic products and have residue tests available during inspections.

5. Describe the steps you take to clean and/or sanitize organic crops prior to packing.

**Tip!** Include the name of the post harvest cleaning materials used in direct contact with organic crops in the Materials Inventory. All post harvest materials that come in direct contact with organic products must contain ingredients on the National List of Approved Substances.

6. Describe how you document your cleaning and sanitation steps.

### Pest Control

7. Check all pest problems at your packing area
- |                                           |                                                  |
|-------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> No pest problems | <input type="checkbox"/> Birds                   |
| <input type="checkbox"/> Crawling insects | <input type="checkbox"/> Rodents                 |
| <input type="checkbox"/> Flying insects   | <input type="checkbox"/> Other (please specify): |



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8. Check all pest management used in your packing area:

- |                                                             |                                                 |                                                   |
|-------------------------------------------------------------|-------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Good sanitation                    | <input type="checkbox"/> Repair of holes/crack  | <input type="checkbox"/> Air curtains             |
| <input type="checkbox"/> Incoming product inspection        | <input type="checkbox"/> Electrocutors          | <input type="checkbox"/> Freezing treatments      |
| <input type="checkbox"/> Vitamin baits                      | <input type="checkbox"/> Diatomaceous earth     | <input type="checkbox"/> Crack and crevice spray* |
| <input type="checkbox"/> Removal of exterior habitat / food | <input type="checkbox"/> Screened windows/vents | <input type="checkbox"/> Monitoring               |
| <input type="checkbox"/> Ultrasound/light devices           | <input type="checkbox"/> Pheromone traps        | <input type="checkbox"/> Fumigation*              |
| <input type="checkbox"/> Pyrethrum                          | <input type="checkbox"/> Heat treatments        | <input type="checkbox"/> Synthetic baits*         |
| <input type="checkbox"/> Clean up spilled product           | <input type="checkbox"/> Physical barriers      | <input type="checkbox"/> Fogging*                 |
| <input type="checkbox"/> Sealed doors and/or windows        | <input type="checkbox"/> Mechanical traps       | <input type="checkbox"/> Other (please specify):  |
| <input type="checkbox"/> Sticky traps                       | <input type="checkbox"/> Boric acid             |                                                   |

8a. Explain how organic products and packaging are protected from exposure to synthetic pest control substances, or other synthetic materials, in your packing area.

9. Do you pack or handle organic products grown or supplied by other organic operations?  Yes  No

9a. If no, *Skip to next section.*

9b. If yes, how do you market the products?

- |                                                |                                                                     |
|------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> CSA                   | <input type="checkbox"/> Wholesale – Complete a Handler Application |
| <input type="checkbox"/> Farm or produce stand | <input type="checkbox"/> Other (please specify):                    |
| <input type="checkbox"/> Farmers Market        |                                                                     |

**Tip!** If you handle another operation's organic crops or processed products for any markets other than a CSA, farm stand, or farmers market you must apply for organic handling certification. Contact our office or visit our website for the application packet.



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10. List all crops and/or processed products that you plan to source off farm to supplement your CSA shares, produce stand sales or farmer's market sales (e.g. coffee, eggs, chocolate bars, apples, raspberries). Attach another sheet if necessary.

Crops or Products – Include Brand Name if Applicable	Supplier Name	Raw crop ✓	Packaged Product ✓	Organic ✓	Organic Certification Agency	Non-certified ✓
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

11. Does your record keeping system balance quantities of organic product grown on your own farm and organic products received from other operations with total organic products sold?  Yes  No

12. How do you verify that incoming organic products comply with National Organic Standards?  
 Obtain valid organic certificates  Other (please specify):