



ORGANIC SYSTEM PLAN – FEED AND FORAGE PRODUCERS

BUSINESS NAME:	CERTIFICATION NUMBER: (RENEWAL ONLY)
ORGANIC GROWER / PRODUCER NAME:	FARM LOCATION (COUNTY/STATE):

Section A. Seeds

[NOS 205.204]

1. Check all sources of seed that may be used on your farming operation.

- Save my own seeds
 Seed companies
 Provided through contract
 Custom seeded
 Other (please specify):

2. Do you use non-organic seeds? *If no, skip to next section.* Yes No

Tip! USDA organic regulations require use of organically grown seed (even when seeds are provided from a contract-buyer).

- ✓ Non-organically produced seeds may be used only if organic forms are not commercially available.
- ✓ Commercial availability is defined as “the ability to obtain a production input in an appropriate form, quality, or quantity to fulfill an essential function in a system of organic production or handling, as determined by the certifying agent in the course of reviewing the organic plan.”
- ✓ Producers should ensure that they are contacting at least three or more suppliers that offer organic varieties before deciding to use a non-organic untreated variety.
- ✓ If non-organic seeds are used, you must maintain records that show you first looked for an organic form.

3. Describe your attempts to source organic seeds. Include details of the records you maintain to demonstrate your ongoing attempts.

Tip! Genetically modified seeds and seeds treated with prohibited substances are not allowed. Non-GMO seed documentation is required only when varieties grown on your farm are also available in a GMO form. The following USDA website lists crop varieties which might be found in a GMO form in the US market:
http://www.aphis.usda.gov/biotechnology/petitions_table_pending.shtml

4. How do you verify that your seeds are not genetically modified (GMO)?

- Varieties are not available in the market in a GMO form
 Letters from seed supplier
 Safe Seed Pledge
 Other (please specify):



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5. How do you verify seeds are not treated, coated or inoculated with prohibited materials?

Tip! All seed treatments (coating, inoculants, pelletized) must be included in your Materials Inventory.
Have a list of the non-organic seeds used each year, as well as documentation that they are not treated or genetically modified, at your annual inspection.



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Section B. Soil Fertility and Crop Nutrient Management

[NOS 205.203, 205.205]

Tip! Organic standards require producers to implement tillage and cultivation practices that maintain or improve the physical, chemical, and biological condition of the soil and minimize erosion.
 Organic standards also require producers to manage crop nutrients and soil fertility through crop rotations, cover crops, and applications of plant and animal material. Additionally, you must manage plant and animal materials to maintain or improve soil organic matter while minimizing contamination of crops, soil, and water.

1. Check the practices you use to monitor and soil fertility.

- | | | |
|---|--|--|
| <input type="checkbox"/> Soil testing | <input type="checkbox"/> Observation of plant health | <input type="checkbox"/> Microbiologic testing |
| <input type="checkbox"/> Plant tissue testing | <input type="checkbox"/> Crop quality | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Observation of soil | <input type="checkbox"/> Crop yields | |

1a. Describe how often you take these tests or make these observations.

2. Check the practices you use to manage soil fertility.

- | | | |
|---|--|--|
| <input type="checkbox"/> Crop rotation | <input type="checkbox"/> Animal manure | <input type="checkbox"/> Soil amendments |
| <input type="checkbox"/> Legumes | <input type="checkbox"/> Green manure | <input type="checkbox"/> Soil inoculants |
| <input type="checkbox"/> Fallow land | <input type="checkbox"/> Incorporate crop residues | <input type="checkbox"/> Mulch |
| <input type="checkbox"/> Rock minerals | <input type="checkbox"/> Compost | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Foliar fertilizers | <input type="checkbox"/> Compost Tea | |

3. Check all of the tillage practices used on your farm.

- | | |
|--|---|
| <input type="checkbox"/> Minimum till | <input type="checkbox"/> Contour farming or tillage |
| <input type="checkbox"/> Shallow till | <input type="checkbox"/> Moisture monitoring prior to tillage |
| <input type="checkbox"/> Permanent cover | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> No till | |

4. Do you have any micronutrient soil deficiencies on your farm?

Yes No

4a. If yes, please describe.

Tip! You must have documented deficiencies before using synthetic micronutrients [NOS 205.601(j)(6)]. List all fertility materials that you plan to use in the Materials Inventory.



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Section C. Biodiversity and Natural Resource Conservation.

[NOS 205.200 205.205, 205.206]

Tip! Biodiversity is the degree of variation of life forms within your farming operation.

Natural resources of the farm includes the physical, hydrological, and biological features of a production operation, including soil, water, wetlands, woodlands, and wildlife.

1. Are there any issues with soil pH, salinity, erosion, or compaction? Yes No

1a. If yes, please describe issues and how you address them.

2. Check the source(s) of water on your farm.

- | | |
|---|--|
| <input type="checkbox"/> Spring | <input type="checkbox"/> Municipal / County |
| <input type="checkbox"/> On-site well(s) | <input type="checkbox"/> Irrigation District |
| <input type="checkbox"/> River / Creek / Pond | <input type="checkbox"/> Other (please specify): |

3. Check the type of irrigation system(s) used on your farming operation.

- | | | |
|---------------------------------|---------------------------------------|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Center pivot | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Drip | <input type="checkbox"/> Wheel line | |
| <input type="checkbox"/> Furrow | <input type="checkbox"/> Solid set | |

4. Check the practices implemented on your farming operation to conserve water.

- | | | |
|--|---|--|
| <input type="checkbox"/> Micro-sprinklers | <input type="checkbox"/> Moisture monitoring | <input type="checkbox"/> Mulch |
| <input type="checkbox"/> Drip irrigation | <input type="checkbox"/> Irrigation storage ponds | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Evapotranspiration Modeling | <input type="checkbox"/> Impact sprinklers | |

5. Check the type of system(s) used on your farming operation to maintain or improve natural water quality on your farm.

- | | | |
|--|---|---|
| <input type="checkbox"/> Riparian stream buffers | <input type="checkbox"/> Conservation plantings | <input type="checkbox"/> Preserving wet areas and flood zones |
| <input type="checkbox"/> Nutrient management plans | <input type="checkbox"/> Constructed wetlands | <input type="checkbox"/> Well head protection |
| <input type="checkbox"/> Backflow prevention | <input type="checkbox"/> Recharge zones | <input type="checkbox"/> Other (please specify): |

6. Provide details on any past, current or ongoing activities that affect natural wetlands (constructing, filling, draining wetlands):

7. Check the type of system(s) used on your land to maintain or improve biodiversity on your farm:

- | | | |
|--|---|--|
| <input type="checkbox"/> Riparian stream buffers | <input type="checkbox"/> Removal of invasive species | <input type="checkbox"/> Planting trees, shrubs, hedgerows |
| <input type="checkbox"/> Wildlife habitat | <input type="checkbox"/> Preserving/planting native species | <input type="checkbox"/> Other (please specify): |



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8. For annual crops, do you plant cover crops or ground cover on your farm? Yes No

Tip! Organic seed requirements also apply to cover crop seed. Update the seed section of your Organic System Plan if you did not account for cover crop seeds.

9. For annual crops, describe your crop rotation strategies.

No annual crops or container production only. *Skip to next section.*

10. Describe records you maintain to document crop rotation season to season.

Tip! USDA organic standards define crop rotation as: *“The practice of alternating the annual crops grown on a specific field in a planned pattern or sequence in successive crop years so that crops of the same species or family are not grown repeatedly without interruption on the same field. Perennial cropping systems employ means such as alley cropping, intercropping, and hedgerows to introduce biological diversity in lieu of crop rotation.”*

Crop Rotation systems must maintain or improve soil organic matter content; provide for weed, pest and disease management in crops; manage deficient or excess plant nutrients; and provide erosion control.

Refer to the WSDA Crop Rotation Fact Sheet (AGR 3004) for details on how crop rotation practices are assessed.



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Section D. Weed, Pest and Disease Management Practices

[NOS 205.206]

Tip! USDA organic regulations require that the producer implement management practices to prevent weeds, pests and diseases. These practices may include crop rotation, sanitation, cultural practices, mechanical methods, and physical methods. Preventive practices must be tried and found to be ineffective before the use of any materials to control weeds, pests or diseases.

1. Check the monitoring practices you implement to determine the effectiveness of your weed, pest and disease management plan.

- | | |
|---|--|
| <input type="checkbox"/> Observation of weeds, pests and diseases | <input type="checkbox"/> Pest monitoring |
| <input type="checkbox"/> Observation of crop health | <input type="checkbox"/> Scouting program |
| <input type="checkbox"/> Comparison of crop yields | <input type="checkbox"/> Other (please specify): |

2. Describe the frequency of your weed, pest and disease monitoring activities:

3. Check the preventive weed, pest and disease control strategies you plan to use on your farming operation.

- | | | |
|--|---|--|
| <input type="checkbox"/> Mowing | <input type="checkbox"/> Hand weeding | <input type="checkbox"/> Cover crops |
| <input type="checkbox"/> Crop rotation | <input type="checkbox"/> Mechanical cultivation | <input type="checkbox"/> Beneficial habitat |
| <input type="checkbox"/> Field preparation | <input type="checkbox"/> Physical removal | <input type="checkbox"/> Crop rotation |
| <input type="checkbox"/> Flame weeding | <input type="checkbox"/> Stale seed bed | <input type="checkbox"/> Other (please specify): |

4. Describe the records you maintain regarding your weed, pest and disease management strategies:

5. If preventive weed, pest and disease controls are not effective, do you plan to apply approved control materials? Yes No

Tip! Preventive practices must be tried and found to be ineffective before the use of any materials to control weeds. List all weed control materials you plan to use in the Materials Inventory.



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Section E. Farm Equipment

[NOS 205.272]

Tip! Procedures must be in place to prevent contamination of organic crops. Records verifying that steps have been taken to prevent contamination of an organic crop must be available during your inspection.

1. Is the same equipment (owned, borrowed, leased or lent) used on organic and conventional crop? Yes No

1a. Check shared equipment

- planting
- input material application
- harvesting
- transportation

1b. If yes, how do you ensure that equipment is cleaned and won't contaminate your organic crops?

Tip! This question specifically refers to shared equipment that comes in direct contact with crop, seeds, transplants, input materials or anything else that poses a contamination or commingling risk.

2. Do you have custom work done on your organic crops? (planting, material application, harvesting, transportation) Yes No

2a. If yes, how do you ensure that equipment is cleaned and won't contaminate your organic crops?

Tip! Records regarding harvest, including the cleaning of the harvest equipment, by an outside business must be available during your inspection. Failure to have this information will delay certification.

3. What type of equipment cleaning documentation is maintained?

- Clean truck/equipment affidavits
- Clean out checklists/records
- Standard Operation Procedures (please attach)
- Other (please specify):



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Section F. Harvest and Transportation

[NOS 205.272]

Tip! USDA organic regulations requires that handling practices and procedures present no contamination risk to organic products from commingling with non-organic products or contact with prohibited substances. Procedures used to maintain the organic integrity of ingredients or products (cleaning or lining) must be documented. Practices must prevent commingling of organic crops with conventional (noncertified) crops.

Harvest

1. Who is responsible for the harvest of organic feed crops? Check all that apply:

Self Buyer Other (please specify):

Tip! Records regarding the harvest of organic crops produced on your farm must be available for review at annual inspections, regardless of the responsible party.

Transportation

1. Who is responsible for the transportation of organic crops off your farm? Check all that apply:

Not applicable, crops not transported off farm. *Skip to next section*

Self Buyer Other (please specify):

2. Describe how organic crops are transported off your farm:

3. How is it ensured that organic crops are clearly identified and not mixed with conventional crops during transport?

Not applicable, only organic crops transported.



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Section G. Facilities

[NOS 205.272]

Not applicable, no storage of organic crops on farm or off site. *Skip to next section*

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

1. Provide details on your storage areas by completing the following table.

Crop	Site Number / Address if Off Site	Type/Capacity	Dedicated Organic

2. Describe how you ensure organic crops are not commingled with non-organic crops during storage.

Not applicable, only organic crops are stored.

Pest Control

1. Check all pest problems in your facilities (feed storage, animal sheds, milking facilities as applicable)

- | | | |
|---|---|---|
| <input type="checkbox"/> No pest problems | <input type="checkbox"/> Birds | <input type="checkbox"/> Rodents |
| <input type="checkbox"/> Crawling insects | <input type="checkbox"/> Flying insects | <input type="checkbox"/> Other(please specify): |

2. Check all pest management used in your storage areas and facilities:

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



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- 2a. Explain how organic products and packaging are protected from exposure to synthetic pest control substances, or other synthetic materials, during storage.

Tip! The use, frequency, and method of application of synthetic substances must be approved prior to use. Records regarding pest control strategies must be available for review during annual inspections.



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Section H. Recordkeeping

[NOS 205.103]

Tip! USDA organic regulations require all records related to organic crop production, harvest, and sale be maintained for five years. Records must be available for review at your annual inspection. Your recordkeeping system must fully disclose all activities and transactions of your operation, and be easily audited.

Example records to maintain and have available for inspection are:

- Seed invoices, delivery tickets, and catalogues, and commercial unavailability documentation
- Material application records and receipts
- Production records (planting records, equipment cleaning, harvest records, bin tickets, load receipts, hauling records, bill of ladings, scale records, etc.)

Sales records (pool closings, receipt books, invoices, bank deposit statements, sales reports, and purchase orders, etc.)

1. Describe your recordkeeping system as it pertains to organic feed crop and forage production and how you organize your records. Attach another sheet of paper if needed.
 - ✓ Include details on where records are stored (location) and in what format (electronic, hardcopy, etc.).
 - ✓ Include details on how you ensure not only electronic summaries are available (Scale tickets, Quickbooks, etc.), but how you also ensure primary production records are maintained (harvest logs, receipts and invoices, etc.).

2. Check records maintained or planned to be maintained at your operation regarding production of feed and forage:

- | | | |
|--|---|--|
| <input type="checkbox"/> Seed, planting stock invoices | <input type="checkbox"/> Load tickets | <input type="checkbox"/> Receipt books |
| <input type="checkbox"/> Seed delivery tickets | <input type="checkbox"/> Bill of ladings | <input type="checkbox"/> Sales invoices |
| <input type="checkbox"/> Seed, planting stock catalogs | <input type="checkbox"/> Scale weight tickets | <input type="checkbox"/> Bank deposit statements |
| <input type="checkbox"/> Seed availability documentation | <input type="checkbox"/> Purchase orders | <input type="checkbox"/> Sales reports |
| <input type="checkbox"/> Non-GMO verification | <input type="checkbox"/> Input material application records | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Equipment cleaning records | <input type="checkbox"/> Input material receipts | |

3. Can your material application records track all inputs (including fertilizers) back to your organic sites? Yes No
4. Can your recordkeeping system balance crops harvested with crops sold? Yes No

Tip! All records regarding organic production and transactions must be made available during every announced inspection.
 Failure to have records available will result in a delay of certification and may result in compliance action requiring additional inspections at a rate of \$40/hour plus travel costs.