



## ORGANIC SYSTEM PLAN UPDATE – LIVESTOCK PRODUCERS

**Tip!** The USDA organic standards require farms seeking certification to develop an Organic System Plan detailing how organic livestock are produced. This plan is an agreement between the farm and a certifying agent on how organic livestock will be grown and handled. Each winter a WSDA certified producer must renew their certification. The annual renewal is accomplished in part by submitting any changes, amendments, additions or deletions to the information you have previously submitted to our office.

### 1. Review your current Organic System Plan.

Locate your copies of the Organic System Plan and all updates you have sent to the WSDA in order to answer the below questions. If uncertain about what practices and procedures you've already notified us about, contact our office for assistance or complete a full **Livestock Producer Organic System Plan** again. This update is only accurate if you are sure which practices are already described in your plan.

### 2. Provide details about changes to your farm practices.

If you indicate “**Yes changes**” have occurred compared to the information on file with WSDA, you are responsible for submitting the updated sections and/or forms to our office.

- Download electronically fillable versions of the Organic System Plan Sections on our website at: <http://agr.wa.gov/FoodAnimal/Organic/FoodProducers.aspx#Renewal>
- Or contact our staff at 360-902-1805, [organic@agr.wa.gov](mailto:organic@agr.wa.gov) to request hardcopies of an applicable section or form.

### 3. Confirm areas of your production that have not changed.

If you indicate “**No changes**” for all Organic System Plan sections below, WSDA Organic Program will assume that no changes have or will occur to your practices and the information on file with WSDA remains accurate. If your Organic System Plan is found inaccurate at the time of inspection, a Notice of Noncompliance may be issued.

### 4. Submit your list of planned input materials.

Your Material Inventory is a list of all inputs (vaccines, supplements, feed additives) you intend to use on your organic operation. You may submit your Material Inventory by email or you may submit a hard-copy with your renewal application forms.

- **Email** - In order to save time and paperwork, we have emailed a copy of your Materials Inventory pre-filled with the materials you used this last production season. Although a blank Material Inventory form is provided in your renewal packet; it is not necessary to complete if you email us back an updated version of your Material Inventory.
- **With Your Application** - If your email address wasn't on file, we included a paper copy of your Materials Inventory from last production season in your hard-copy packet. A blank form is also included for your convenience.

**Tip!** The Organic System Plan form is built to be a dynamic and living document. At any point throughout the year you may update information and practices that have changed compared to what is on file with WSDA. The most recent information you submit will supersede previous submissions. Major changes must be approved by WSDA prior to implementation to avoid compliance action.



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Business Name:	Certification Number:
County/State:	Date:
Name of Individual Completing this Form:	Title:

### Section A. Livestock Flow Chart

Are there any changes regarding the flow of animals through your system. Including source of animals, living conditions for each stage of production and final destination of animals.  = Yes changes  
**Attach New Section**

**Tip!** A separate flow chart or narrative is required for each flock or herd with a different flow.  = No changes

### Section B. Origin of Livestock

Are there changes to your sources or origins of livestock?  = Yes changes  
**Attach New Section**

**Tip!** Maintain all receipts and organic certificates for purchased animals and have them available at your annual inspection.  = No changes

### Section C. Livestock Living Conditions

Are there changes to your livestock living conditions? Including access to the outdoors, bedding and shelter.  = Yes changes  
**Attach New Section**

**Tip!** Edible roughages such as straw and hay must be organic when used as bedding. Have a current organic certificate for roughages used as bedding available at your inspection.  = No changes

### Section D. Pasture

Are there any changes to grazing or pasture management?  = Yes changes  
**Attach New Section**

**Tip!** Maintain feed records for all supplemental feed provided to organic animals during the grazing season. These will be reviewed at your inspection.  = No changes

### Section E. Feed Rations

Are there any changes to your feed rations?  = Yes changes  
**Attach New Section**

**Tip!** All supplements and/or feed additives must be listed on your Material Inventory. You must have feed receipts/delivery tickets and current organic certificates available at your annual inspection for all feed from off-farm sources.  = No changes



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### Section F. Livestock Health Care

Are there changes to how you manage the health care of your organic livestock?

= Yes changes

**Attach New Section**

**Tip!** All inputs used in your preventative livestock health care plan, including vaccines, must be listed on your Material Inventory.

= No changes

### Section G. Livestock Products Handling

Are there changes to how you handle your livestock products?

= Yes changes

**Attach New Section**

**Tip!** In order to make an organic claim on your final product, all outside slaughter and butcher services used must also be certified organic. Obtain certificates prior to processing and have them available at your inspection.

= No changes

### Section H. Recordkeeping

Are there any changes to your recordkeeping systems or practices?

= Yes changes

**Attach New Section**

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

= No changes

### Product Labels and Marketing Information

Are there changes to how you label and market organic livestock or products?

= Yes changes

**Attach New Section**

**Tip!** Remember to attach draft copies of any new or revised organic or transitional labels. Labels must be approved prior to use in the marketplace.

= No changes

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