



ORGANIC SYSTEM PLAN – COFFEE ROASTERS

To be completed by an operation that roasts organic coffee and does not process additional organic products.

Business Name:	Certification Number:
Name and Title of Individual Completing this Form:	Date:

Section A. Receiving – Incoming Organic Products	[NOS 205.103, 205.270, 205.272]
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1. How is organic coffee and/or green coffee beans received at your facility? *Check all that apply.*

<input type="checkbox"/> Burlap bags	<input type="checkbox"/> Bins	<input type="checkbox"/> Wholesale boxes
<input type="checkbox"/> Bulk trailer	<input type="checkbox"/> Totes	<input type="checkbox"/> Retail packages
<input type="checkbox"/> Drums	<input type="checkbox"/> Other (specify)	

2. What receiving/shipping documents accompany incoming organic coffee? *Check all that apply.*

<input type="checkbox"/> Organic certificate	<input type="checkbox"/> Clean truck/equipment affidavits	<input type="checkbox"/> Certificates of analysis
<input type="checkbox"/> Transaction certificate	<input type="checkbox"/> Invoice	<input type="checkbox"/> Contracts
<input type="checkbox"/> Bill of lading	<input type="checkbox"/> Purchase order	<input type="checkbox"/> Other (specify):

3. How is coffee identified as “organic” on receiving documents?

4. Is an internal lot code assigned at the time of receipt of organic coffee? Yes No
 - 4a. If “Yes,” describe the lot code system.

5. Describe how your company ensures **incoming** organic coffee is protected from contamination of prohibited substances and commingling with non-organic coffee.