



**MATERIAL INPUT MANUFACTURING FACILITY INFORMATION –
 REGISTRATION OF MATERIALS USED IN ORGANIC PRODUCTION OR HANDLING
 RCW 15.86 and 16-160 WAC**

Registered Company Name:	
Brand Name Product(s):	
Product Manufacturer Name:	<input type="checkbox"/> Same as Registered Company
Manufacturer Physical Location:	
Manufacturer Email:	
Manufacturer Phone:	
Manufacturer Website:	

1. Manufacturing Company Declaration

I, [Print Name] _____, an authorized representative of the manufacturing company listed above, declare that all the information provided in this form is true and correct and not misrepresented in any way.

Signature: _____

Title: _____ Date: _____

2. Product List

List **all** of the products manufactured at this manufacturing facility. This list must reflect all products, including products that are both approved and prohibited for use in organic crop production and handling.

Use brand names as applicable. Complete product catalogs or product lists may be referenced and attached.

1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
11.	12.
13.	14.
15.	16.



Registered Company Name:	
Brand Name Product(s):	
Product Manufacturer Name:	<input type="checkbox"/> Same as Registered Company

3. Contamination and Commingling

Fully describe the procedures in place at this manufacturing facility to prevent the contamination and comingling of organically approved ingredients and products with prohibited materials. Include details on ingredient verification procedures and preventative practices during ingredient receiving, manufacturing, and shipping.

Attach additional sheets of paper if needed.

Not Applicable, Only materials approved for use in organic production and handling are manufactured at this facility.



Registered Company Name:	
Brand Name Product(s):	
Product Manufacturer Name:	<input type="checkbox"/> Same as Registered Company

4. Recordkeeping

Chapter 16-160-190 WAC requires records to be maintained that are sufficient to verify the materials are approved for use in organic production and handling. This chapter also requires all records be maintained for six years.

Check the records that are maintained by your operation.

- | | |
|--|--|
| <input type="checkbox"/> Invoices/Bill of lading | <input type="checkbox"/> Sample and/or Laboratory Analyses |
| <input type="checkbox"/> Transportation Documentation | <input type="checkbox"/> Lot Identification and Tracking Records |
| <input type="checkbox"/> Material Safety Data Sheets | <input type="checkbox"/> Packaging Documentation |
| <input type="checkbox"/> Storage Documentation | <input type="checkbox"/> Purchase Orders |
| <input type="checkbox"/> Material Formulations | <input type="checkbox"/> Receipts |
| <input type="checkbox"/> Dates of Production | <input type="checkbox"/> Shipping Documents |
| <input type="checkbox"/> Ingredient Inventory Records | <input type="checkbox"/> Storage Documentation |
| <input type="checkbox"/> Final Product Inventory Records | <input type="checkbox"/> Other: |

5. Flow Chart

Attach a schematic product flow chart to illustrate the manufacturing of the product at this facility. This chart must:

- ✓ Show the movement of the organic material, from incoming/receiving ingredients, through manufacturing, packing, and storage, to outgoing/shipping.
- ✓ Identify all equipment and storage areas associated with the organically approved material.
- ✓ In the event that there are multiple manufacturing locations, please provide a flow chart for each facility.