



## 2025 CROP ORGANIC SYSTEM PLAN

### 1. CERTIFICATION

205.100; 205.201(a)(3); 205.400

**Date:**

**Customer ID:**

**Legal Business Name:**

**DBA:**

**Legal Business Name:**

☐ Trust/non-profit

☐ Corporation

☐ LLC

☐ Legal

☐ Sole Proprietorship

☐ Cooperative

☐ Partnership

☐ Other

**Primary Contact Name:**

**Phone:**

**e-mail:**

**Organic Certification Contact Name:**

**Phone:**

**e-mail:**

**Main site address (physical address):**

**Official mailing address:**

**Website address:**

**Are all sites/facilities located at the same address (Including storage, cleaning, handling, etc.)?**

☐ Yes

☐ No. Attach a list that includes all site addresses and include additional site registrations form ([OCP.F.10](#)) for each

**Provide a detailed description of your operation:**



**Crops Intended for 2025 Organic Certification (to be listed on certificate [OCP.F.34](#)):**

**Do you produce (an) organic product(s) that can be certified organic in the year you are applying for certification**

☐ Yes

☐ No. ODA may review your application as a transitional operation (transitional has the same fee schedule and review requirements, but an organic certificate is not issued). Documentation still must be kept for traceback and mass balance exercises during an inspection.

**Do you understand the organic certification requirements outlined in the National Organic Program Regulations, as they impact your operation? ([ams.usda.gov/rules-regulations/organic](https://ams.usda.gov/rules-regulations/organic))**

☐ Yes

☐ No

**Do you utilize the Organic Integrity Database? (<https://organic.ams.usda.gov/integrity/>)**

☐ Yes

☐ No. It is the applicant's responsibility to understand how to verify the organic status of suppliers and to understand many options exist when selecting a certification agency.

**Year first certified with any certifier:**

**Prior certifier(s) and products certified:** Applicants must disclose all organic certifiers they have worked with in the past or currently work with.

**Have you ever been denied organic certification or had your certification suspended or revoked?**

☐ Yes

☐ No



## 2. FRAUD PREVENTION PLAN

## 205.201(a)(3)

*NOP requires all certified operations have an Organic Fraud Prevention Plan. This plan should aim to describe:*

<b>A. Vulnerability Assessment</b>	<i>Self- assessment that evaluates and identifies weaknesses in a system. Ex: seed sourcing, uncertified inputs.</i>
<b>B. Mitigation Measures</b>	<i>Help to anticipate potential risks and develop strategies for prevention and mitigation. Ex: only order from reputable or certified suppliers.</i>
<b>C. Monitoring/ Continuous Improvement</b>	<i>Verification of the effectiveness of the plan. How often is the plan reviewed? How have you determined your plan is adequate? How do you train employees?</i>
<b>D. Incident Response/Reporting</b>	<i>Reporting system may include creating a process to document problems. Have a system in place to preserve evidence. What is the process of reporting suspected fraud to ODA and NOP?</i>

*Each Fraud Prevention Plan must be designed to meet your operation's distinctive activities, scope of operation, and complexity. Plans will look different based on each operation's individual needs. Acceptable plans will be made on your current OSP (below), using form OCP.F.40, or attaching a completed plan. A Supply Chain map or chart is needed to complete your plan.*

- ☐ I will be using this OSP form.  
☐ I will use Form OCP.F.40.  
☐ I will attach a completed plan.

**List the person(s) responsible for creating, maintaining, implementing, and monitoring your operations Fraud Prevention Plan:**

<b>Name</b>	<b>Operation Role</b>



**Describe/Map your Supply Chain:** *Identify all incoming organic items. Option to list, draw or provide a flow chart. Items can be grouped into categories rather than mapping each item.*

*Example:*



**Vulnerability assessment and mitigation measures:** *(Assess where your operations weak points, where it is possible for fraud to occur?)*

**Describe how you will be monitoring and making continuous improvement to your Fraud Prevention Plan:**

**Describe your incident response/reporting plan for your Fraud Prevention Plan:**

**How do you monitor the organic status of your suppliers?** *(Be specific, include organic certificates).*

**How do you source and monitor the status of incoming organic planting materials?**



**How do you prevent the use of ingredients produced using excluded methods  
(genetic engineering, sewage sludge, and ionizing radiation)?**

- ☐ Certified Organic Ingredients Only ☐ GE Testing  
☐ Letters from Manufacturers ☐ Other

**How are organic products received?**

- ☐ Bins ☐ Totes ☐ Boxes ☐ Pails ☐ Retail Packages ☐ Drums ☐ Bulk ☐ Other

**Please describe how incoming organic products are protected from contamination and commingling with non-organic products: (Applicable only to parallel production and bulk plant materials).**

**What percentage of your production is organic?**

**Please check all that apply to your operation:**

- ☐ Annual Crops ☐ Perennial Crops ☐ Pasture ☐ Hemp Production ☐ Retail Sales  
☐ On-site Storage ☐ Off-site Storage ☐ Exporting ☐ Greenhouse ☐ Washing/Drying  
☐ Labeling ☐ Bulk Sales ☐ Leased Land ☐ Contract Harvesters/Applicators  
☐ Non-contiguous sites ☐ Use of Sodium/Chilean Nitrate ☐ Packaging  
☐ Parallel Production ☐ Hydro/Aero/Aquaponics

**3. FARM PLAN**

**205.201(a)(b); 205.202**

**Sites intended for certification:**

Field Name	Acres	Site Registration	Previous Land Use	Map Provided	Crop

Attach additional pages as necessary. Attach field maps and complete site registration ([OCP.F.10](#)) information (including [OCP.F.11 Previous Land Use](#) if required) for all organic fields.

**Do you perform any on-farm washing, packing, or processing?**

- ☐ Yes. Describe:  
☐ No

**Do you subcontract any of the following out to other operations while the product is still owned by your operation?**

- ☐ No  
☐ Yes. Describe below:  
☐ Harvesting ☐ Cleaning ☐ Packing ☐ Storage  
☐ Transportation ☐ Distribution ☐ Other



**Is exposed, unpackaged, bulk, or loose organic product handled by these subcontractors?**

☐ No

☐ Yes. *How do you prevent contamination/comingling?*

Subcontractor Name	Address	Phone Number	Subcontracted Activity	Organic Certifier

*Attach additional sheets as necessary.*

#### 4. SEEDS, SEEDLINGS AND TRANSPLANTS

205.204

Crop, planting materials type, brand & variety	Is seed organic, untreated or treated?	Documentation of organic seed search	Attach planting materials documentation

*Attach additional sheets if necessary.*

**Do you use annual or bi-annual seedlings?**

☐ No

☐ Yes. *If yes, are these produced on farm?*

☐ No

☐ Yes

#### 5. SOIL FERTILITY AND CROP NUTRIENT MANAGEMENT

205.203; 205.205

**What are your soil types?**

**How do you monitor the effectiveness of your fertility management plan?**

☐ Soil Testing

☐ Microbiological Testing

☐ Tissue Testing

☐ Crop Quality Testing

☐ Recorded Observation of Soil or Crop Health

☐ Comparison of Crop Yields

☐ Other

**What is the frequency of your monitoring for fertility management?**

**What are your soil/nutrient deficiencies (if any)?**



**What are the major components of your soil and crop fertility plan?**

- ☐ Crop Rotation    ☐ Cover Crops    ☐ Compost    ☐ Manure    ☐ Full Year Fallow  
☐ Soil Amendments    ☐ Subsoiling    ☐ Side Dressing    ☐ Foliar Fertilizer  
☐ Incorporation of Crop Residues    ☐ Alternate Heave/Light Feeding

**Do you burn crop residues?**

- ☐ No  
☐ Yes. Please describe materials used and reason for burning:

**Do you apply sewage sludge to fields?**

- ☐ No  
☐ Yes. List fields where applied:

**Do you use compost?**

- ☐ No  
☐ Yes. List this on your Input Inventory ([OCP.F.09-25a](#))

**Do you purchase compost?**

- ☐ No  
☐ Yes. List this on your Input Inventory ([OCP.F.09-25a](#))

**Do you create compost on-farm?**

- ☐ NA – No compost used  
☐ Yes. What is the compost feedstock?  
☐ Animal bedding    ☐ Paper    ☐ Animal Based    ☐ Plant-based  
☐ Vermicast    ☐ Woodchips/sawdust    ☐ Other

**Do you use manure?**

- ☐ No  
☐ Yes. Select the type:  
☐ Piled    ☐ Liquid    ☐ Semi-solid    ☐ Fully Composted    ☐ Partially Composted

**What types of crops do you grow? Check all that apply**

- ☐ Crops not for human consumption.  
☐ Crops for human consumption whose edible portion had direct soil contact.  
☐ Crops for human consumption whose edible portion does not have soil contact.

**6. NATURAL RESOURCES, BIODIVERSITY, CONSERVATION & WATER**

**205.200;205.303(a)**

**What soil conservation practices do you use?**

- ☐ Low/No Till    ☐ Cover Crops    ☐ Composting    ☐ Contour Farming    ☐ Buffers  
☐ Riparian Buffers    ☐ Wetland    ☐ Windbreak    ☐ Interplanting    ☐ Long-term sod  
☐ Under-Sowing    ☐ Retention Ponds    ☐ Avoid Working Saturated Soils  
☐ Avoid Steep/Highly Erodible Land    ☐ Other:

**What soil erosion problems do you experience and why?**



**Please describe your efforts to minimize soil erosion:**

**How do you monitor the effectiveness of your soil conservation program?**

**Indicate All Water Uses at Your Operation:**

- ☐ None ☐ Livestock ☐ Foliar Sprays ☐ Crop Washing ☐ Irrigation  
☐ Greenhouse ☐ Other

**Indicate All Water Sources at Your Operation:**

- ☐ None ☐ On Site Wells ☐ Municipal/County ☐ River/Creek/Pond  
☐ Irrigation District ☐ Spring ☐ Other

**Type of Irrigation System:**

- ☐ None ☐ Drip ☐ Wheel Line ☐ Hand Line ☐ Center Pivot ☐ Flood ☐ Other

**Is this system shared with another operator?**

- ☐ No  
☐ Yes. *Does the other grower inject fertilizers, pesticides, algacides, sanitizers, or any other substance in the irrigation system?*

**What practices do you use to maintain or improve water conservation?**

- ☐ Drip ☐ Scheduled Use ☐ Micro-spray ☐ Plant Regionally Appropriate Crops  
☐ Plant Drought Tolerant Crops ☐ Improve Field Infiltration ☐ Other:

**What practices are used to minimize water pollution?**

- ☐ Fence Livestock ☐ Increase Soil Organic Matter ☐ Store Fertilizer Away from Water  
☐ Water and Nutrient Budgets ☐ Other:

**How do you monitor the effectiveness of your water conservation and water quality program?**

**List wildlife and dominant native plants present on your farm:**

**What actions do you take to provide habitat for pollinators, insect predators, birds, bats, and other wildlife?**

- ☐ Bird/Bat Boxes ☐ Hedgerows ☐ Brush Piles ☐ Mixing Bloom Timing  
☐ Trees ☐ Shrubs ☐ Wildlife Friendly Fences ☐ Other

**How are you restoring and/or protecting natural areas?**

- ☐ Riparian Habitats ☐ Replace Weedy Areas w/ Native Species ☐ Other

**What actions do you take to control invasive plant/animal species, especially those that threaten natural areas?**

- ☐ Biological Controls ☐ Use Weed/Pest Free Seed ☐ Plant Competing Beneficials  
☐ Other:





**How do you monitor farm biodiversity?**

**7. WEEEDS, DISEASE, AND PEST MANAGEMENT**

**205.205; 205.206**

**What are your weed problems, if any?**

**What weed control methods do you use?** (e.g.: Flame weeding, hand weeding, hand tools, herbicides, mulch, etc.)

**Do you use synthetic mulches or weed mats?**

☐ No

☐ Yes. Attach documentation stating the composition of the material or verification for allowed use in organic farming. List on Input Inventory ([OCP.F.09-25a](#))

**How do you monitor the effectiveness of your weed management program?** (e.g.: Weed counting, comparison of crop yields, observation of weed types, etc.)

**What are your crop diseases, if any?**

**How do you monitor the effectiveness of your disease management program?** (e.g.: Soil testing, observation of soil, microbiological testing, tissue testing, etc.)

**What disease prevention strategies do you use?** (e.g.: Crop rotation, field sanitation, plant spacing, soil balancing, timing of planting, etc.)

**What are your pest problems if any?**

**Do you work with a pest control advisor?**

☐ No

☐ Yes. Provide name and contact Information for contractor:

**How do you conduct pest monitoring?** (e.g.: Crop rotation, field sanitation, physical counting, crop observation, etc.)



**What strategies do you use to control pest damage to crops?** (e.g.: Crop rotation, bird houses, insect repellents, physical barriers, frog ponds, etc.)

**Application of pest control materials first requires implementing physical means of pest prevention and elimination. If pest control materials are utilized, please explain how preventative measures and physical controls are insufficient:**

## 8. MAINTENANCE OF ORGANIC INTEGRITY

205.201(a)(5); 205.202(c)

**Adjoining Land Use** List specific buffer areas you maintain in the table below. All buffer zones listed here should be shown on the field maps.

Field ID	Buffer Type (road, 2' crop, etc.)	Width of Buffer	Adjoining Land Use	Is the Buffer Harvested?

Attach additional sheets as necessary.

**What procedures do you have in place to ensure that buffer zone crops that may be harvested do not contaminate or commingle with crops intended for organic sale, including equipment usage in buffer zones?**

**Other than buffer zones listed above, what additional safeguards do you employ to prevent accidental contamination of organic crops?** (e.g.: Written notification to neighbors, written notification to highway departments, no spray zone signs, contact with aerial spray companies.)

**Do any fields or portions of fields flood frequently?** (more than once every 10 years)

☐ No

☐ Yes. Identify fields:



**How do you monitor for crop contamination?** (e.g.: Visual observation, residue analysis, GMO testing, photographs, etc.)

**Parallel and Split Production:**

**Do you grow the same crops organically and conventionally** (Including transitional acreage)?

☐ No

☐ Yes. List crops:

Crop/ Variety	Field ID	Transitional/ Conventional?	GMO?	Total Acres	Planned Use of Crops

**How do you prevent contamination of organic crops with prohibited substances used on conventional fields?**

**How are materials used on organic crops segregated from materials used on conventional crops?**

**Describe how organic and conventional crops are segregated (including harvest and storage):**

**Describe how records differentiate sales of organic vs. conventional products:**



**Equipment: List equipment used for tilling, cultivation, planting, spraying, and harvest:**

Equipment	Used in both organic and conventional?	Is it cleaned prior to use in organic?	Is cleaning documented?

*Attach additional sheets as necessary.*

**Is your equipment maintained so that fuel, oil, and hydraulic fluid do not leak?**

☐ Yes

☐ No

**What cleaning methods are used?**

☐ Purging ☐ Compressed Air ☐ Scraping ☐ Sanitizing ☐ CIP

☐ Sweeping ☐ Vacuuming ☐ Steam Cleaning ☐ None ☐ Other

**Is the use of cleansers followed by a potable rinse or other intervening step?**

☐ No

☐ Yes

**Please describe your contamination risk strategy for equipment that may previously have been contaminated by prior use or is not applicable to washout procedures:**

**9. HARVEST**

**205.201(a); 205.307**

**How are crops harvested? (e.g.: mechanical, by hand, etc.)**

**Are any organic crops custom or contract harvested?**

☐ No

☐ Yes. *Please have cleaning affidavit or records available for review during your inspection.*

**Describe steps taken to protect organic crops from commingling and contamination during harvest:**

**What containers are used for harvesting (e.g.: Gravity wagons, truck boxes, carboard boxes, bags, totes, etc.)**



**Are containers new at each harvest or re-used?**

☐ New ☐ Reused ☐ Both

*If reused, what did they contain prior to use for organic crops? Please describe cleaning procedures done to ensure re-used containers do not provide contamination risk to organic integrity:*

**Describe potential contamination or commingling problems you have with harvest of organic crops and procedures you have in place to address those risks:**

**10. POST HARVEST HANDLING**

**205.201(a); 205.307**

**Describe your post-harvest handling activities, procedures, and equipment.** (SOPs can be added as an attachment):

**Is the processing area and equipment used for both organic and non-organic product?**

☐ No  
☐ Yes. Please describe steps taken to preventing commingling and contamination:

**Are products being labeled?**

☐ No  
☐ Yes. Please reach out to [certification@oda.oregon.gov](mailto:certification@oda.oregon.gov) to determine if a handler scope is needed. All labels must be submitted and approved by ODA prior to use.

**If products are harvested into bulk containers that are also used for storage or shipment, a bulk label is required by SOE. If yes, please submit a bulk label. ALL labels must be submitted and approved by ODA prior to use.**

**Does packaging present any contamination problems for your organic products?**

**What type of packaging are products packaged, stored, and shipped in?**

☐ Paper ☐ Glass ☐ Aseptic ☐ Cardboard ☐ Metal ☐ Wood ☐ Plastic  
☐ Wax Paper ☐ c Foil ☐ Bulk ☐ Natural Fiber ☐ Other



## 11. STORAGE

205.201(a); 205.307

**Are all storage sites utilized located at the address listed on page one?**

☐ Yes

☐ No. Each storage site requires a Handling Site Registration ([OCP.F.39](#))

**Describe how you ensure organic products are not contaminated or commingled with non-organic products during storage:**

**Is this documented?**

☐ Yes

☐ No

**Are any stored crop inputs used or planned for use on organic crops? (All inputs must be listed on the Input Inventory ([OCP.F.09-25a](#)))**

☐ No

☐ Yes

## 12. SHIPPING/TRANSPORTATION

205.201(a); 205.307

**Does your company arrange outgoing transportation?**

☐ No

☐ Yes

**How do you ensure outgoing transport units are clean prior to loading?**

☐ N/A

☐ Clean-out Records

☐ Clean Truck Affidavit

☐ Other

**What type of packaging are products packaged, stored, and shipped in?**

**Are all packaging and shipping materials food grade?**

☐ No

☐ Yes

**Please indicate what shipping or sales documents are maintained:**

☐ Pallett/Tote Ticket

☐ Contracts

☐ COA's

☐ Bills of Lading

☐ Invoice

☐ Scale Tickets

☐ Clean Truck Affidavit

☐ Other

**How do you identify products as organic:**

**Are organic products shipped in the same transport units as non-organic products?**

☐ No

☐ Yes. How are organic products segregated:

☐ Separate Pallet

☐ Sealed, Impermeable Containers

☐ Other



### 13. IMPORT/EXPORT

205.201(a)(6); 205.273

**Do you import organic seeds, seedlings, starts, or other propagation material?**

☐ No

☐ Yes. Complete the following and attach your import certificate from [Organic Integrity Database](#).

**List imported ingredients:**

**Are products directly imported, or imported through a broker/distributor?**

**What countries are organic ingredients imported from?**

**What type of labels are used to identify imported products (retail, bulk, etc.) and is an organic seal from the country of import present on bulk and/or retail labels?**

**How do you verify product has not been fumigated, irradiated, or treated with other prohibited substances upon entry into the United States?**

**At what point do you legally own the product? And list all companies in the supply chain between import and ownership:**

**How do you verify imported products comply with the USDA organic regulations and how often is verification performed?**

**Do you export products?**

☐ No

☐ Yes. Fill out the below:

**List products planned for export:**

**What form/packaging are products exported?**

**What countries are products exported to?**



**Does bulk packaged product display the statement “Organic product, do not fumigate or treat with irradiation”?**

**At what point do you no longer own the product? And list all companies in the supply chain between ownership and export:**

**Explain how you verify exported products comply with the country of destination’s organic regulations:**

#### 14. QA AND RECORDKEEPING

205.103

**Do you have standard operating procedures for your operation?**

☐ No

☐ Yes. *Please attach.*

**Do you have a Quality Assurance program in place?**

☐ No

☐ Yes

☐ ISO ☐ HACCP ☐ Total Quality Management ☐ Other:

**Are outside quality assessment services used?**

☐ GlobalGAP ☐ PrimusGFS ☐ SQF ☐ BRC ☐ USDA GAP/GHP

☐ USDA HGAP/HGAP Plus+ ☐ Other

**Does your company conduct product testing?**

☐ No

☐ Yes. *What type of tests?*

**Are ingredient samples retained?**

☐ No

☐ Yes

**Are finished product samples retained?**

☐ No

☐ Yes

**Do you have a recall system in place?**

☐ No

☐ Yes

**Does your company conduct internal audits?**

☐ No

☐ Yes





**Indicate all types of records kept:**

- ☐ Purchase Orders    ☐ Contracts    ☐ Bills of Lading    ☐ Customs Forms    ☐ Invoices  
☐ Receipts    ☐ Test Results    ☐ Transaction Certs    ☐ Receiving Logs  
☐ Production Reports    ☐ Equipment Clean Out Records    ☐ Blending Report  
☐ Packaging Reports    ☐ QA Reports    ☐ Supplier Organic Certs  
☐ Complaint Log    ☐ Sales Orders    ☐ Phytosanitary Certs    ☐ Other:

**Supplier Ingredient Verification for:**

- ☐ Non-GMO    ☐ No sewage sludge    ☐ No ionizing radiation

**Records must track organic integrity from sale of organic final product to invoices of incoming organic product (e.g.: Sale of final product back to harvest, planting, and purchase of planting stock). Organic ingredients must be verified as certified organic. Please describe how your recordkeeping system meets these requirements.**

**The NOP requires records related to an organic product be maintained for five years. Please describe your system for maintaining records related to organic products.**

Name	Title	Date
<i>I affirm that all statements made in this Organic System Plan are true and correct to the best of my knowledge.</i>		