



2023 CROP ORGANIC SYSTEM PLAN – SECTION 13

Date:
Customer ID: AG-C000 OC
Legal business name:
DBA:

13. QA AND RECORDKEEPING NOP 205.103

Do you have standard operating procedures for the farm?

- No Yes. If 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? No Yes:
GlobalGAP PrimusGFS SQF BRC USDA GAP
USDA GHP HGAP HGAP+ Other:

Does your company conduct product testing?
No Yes. If yes, what type of tests?
Frequency:

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 Invoices Receipts
Bills of lading Custom forms Test results Transaction certificates
Commercial availability search Receiving records Receiving logs Ingredient inspection forms
Blending reports Production records Equipment clean-out records Sanitation logs



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| Indicate all types of records kept: | | | |
| <input type="checkbox"/> Packaging reports | <input type="checkbox"/> QA Reports | <input type="checkbox"/> Production summary records | <input type="checkbox"/> Ingredient inventory |
| <input type="checkbox"/> Supplier organic certificates | <input type="checkbox"/> Finished product inventory | <input type="checkbox"/> Shipping logs | <input type="checkbox"/> Transport unit inspections/cleaning logs |
| <input type="checkbox"/> Scale tickets | <input type="checkbox"/> Sales orders | <input type="checkbox"/> Sales invoices | <input type="checkbox"/> Sales summary |
| <input type="checkbox"/> Phytosanitary certificates | <input type="checkbox"/> Transaction certificates | <input type="checkbox"/> Certificates of analysis | <input type="checkbox"/> Complaint log |
| Supplier ingredient verification for: | <input type="checkbox"/> Non-GMO | <input type="checkbox"/> No sewage sludge | <input type="checkbox"/> No ionizing radiation |
| <input type="checkbox"/> Other: | | | |

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.

Amounts of organic finished products must balance with certified organic ingredients purchased (e.g.: You must demonstrate the amount of product sold is reasonable for the amount planted and purchased). 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.

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|--|---------------|--------------|
| 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> | | |