

INSPECTION GUIDE - PRODUCER



Please make every effort to be available for your inspector's schedule. In order to keep your travel costs down, inspectors must also schedule other nearby producers during the same day or in the same trip.

The inspector will verify the accuracy of your organic farm plan, look at your fields, crops, equipment and storage and verify that your record keeping system is complete. Inspectors report on your operation and identify issues of concern. Areas of concern are those that can have potential for contamination or commingling, like buffer areas, split production, or equipment also used in conventional farming. Inspectors do not certify or allow or prohibit your practices or products. All final determinations are made by MOSA certification staff.

If you are prepared, well organized and have a fairly straight-forward operation, your inspection should take 2-4 hours. Allow more time for your first inspection, or if you have a complex operation (livestock, split production, or distant fields or facilities).

CROP PRODUCERS:

- Be prepared to update the inspector regarding any changes to fields, maps, current crop plan, seeds, fertility, pest or disease control inputs. Have available total acreages and projected yields for each crop. If you received an Initial Review Letter, see if further information is needed for the inspection.
- Records your inspector will want to look at:
 - Receipts for all seeds used and a tag or bag for each variety. Information on seed inoculants.
 - Organic Seed Search form, documentation of untreated and non-GMO status for nonorganic seed.
 - Receipts for all other crop inputs—fertilizers; pest, disease and weed control products; soil mixes
 - Product labels and ingredients statements for inputs not previously approved by MOSA.
 - Field activity records documenting field work from planting through harvest for each field.
 - Equipment, storage and truck cleaning records. Storage inventory records.
 - Harvest and sales records—the inspector will audit TCs and sales from the previous year.
 - National Organic Standards and MOSA Program Manual.
 - Complaint log.

LIVESTOCK PRODUCERS:

- If there are changes since your livestock application was submitted, have corrected information for animals.
- Your inspector will observe your animals, living areas and pasture. They will look at the following records:
 - Feed rations and records for each type of livestock you are certifying.
 - Receipts and certification documentation for all purchased feed and supplements.
 - Updated individual herd health records for dairy animals, herd health records or flock records for slaughter or egg operations.
 - Certification documentation for purchased livestock. Receipts for all livestock inputs. Livestock inputs include everything except feed that goes into or onto your organic livestock.

Contact the MOSA office if you have any questions.