PO Box 821, Viroqua, WI, 54665 Ph:(608) 637-2526 Fax:(608) 637-7032 mosa@mosaorganic.org www.mosaorganic.org

Farm: Update Organic System Plan Long Form

*Use this form to provide an updated description of your operation. If sections do not apply to you, check the "none" or "not applicable" boxes. A new Crop Input Inventory must also be submitted, listing **ALL** crop products in use on your farm.*

SECTION 1 General Information

Primary Account Name	Date	For Office Use	Rec'd	Initials
First Name	Last Name	Office#	Grid #	Cert / Insp / Other

Other names associated with account		Farm Address			
First Name(s)	Last Name(s)	City	State	Zip	County
		Mailing Address, if different			
		City		State	Zip

Farm Name	Name(s) for certificate	☐ primary name only ☐ all of the above	Phone Information	Do not publish
Email	Website		Home	☐
MOSA will communicate by email with your approval. Indicate what you can receive by email.			Cell	☐
☐ annual update forms ☐ certification letters ☐ organic certificate			Fax	☐
☐ general communications ☐ newsletters ☐ financial communications			Other	☐

Indicate if you want to receive optional OMRI materials by postal mail: ☐ Generic Materials List ☐ Products List ☐ both
For those who prefer electronic access, the OMRI Brand Name Products List is available at www.omri.org.

Look at your current certificate. Are you requesting certification this year for <u>anything</u> that is NOT listed on your current certificate? You must specifically list each item that is not listed.

☐ nothing new this year. All crops, livestock and products are currently certified.
☐ new product, crop or livestock (specify): _____ Sales planned for _____ (date) ☐ no sales planned
☐ new land this year. S*ubmit a map and a 3 year field history. A Prior Land Use Declaration will need to be submitted if land was under someone else's management during the last 36 months.*

If you are requesting certification for any of the following, the Organic System Plan for that type of production will need to be submitted along with this Plan. Indicate which categories apply.

☐Livestock or Livestock Products (dairy, meat, eggs, wool) ☐ Greenhouse ☐ Maple Syrup ☐ Mushrooms ☐ Wild Crops
☐ Sprouts ☐ Hydroponics ☐ Processed Farm Products (specify) _____

Identify all programs for which you are requesting certification and/or verification:

☐ USDA National Organic Program organic certification
☐ Verification of organic transition (such as for EQIP program), specify field(s): _____. **Is inspection required?** ☐ Yes ☐ No
☐ EC/EU verification (additional form required)
☐ US Export Arrangement with: ☐ Japan, specify field(s) _____. ☐ Taiwan, specify product(s) _____.
☐ USDA Grassfed – for organic ruminant slaughter livestock only. Requested for _____ (type of livestock).
☐ Canadian Equivalence Arrangement. Requested for _____ (specify product, livestock, or crop).
Do you understand the requirements for the program(s) requested? ☐ Yes ☐ No. **Explain:**
Do you understand MOSA's fee structure for such certification or verification? ☐ Yes ☐ No. **Explain:**

Are you currently certified by another agency? ☐ No ☐ Yes. **Which agency?** _____
Attach a copy of your last certification letter and certificate from that agency.
Do you intend to certify with another agency this year? ☐ No ☐ Yes. **Which agency?** _____

Give directions to your farm. Include a map if needed.

Preferred contact time: ☐ morning ☐afternoon ☐ evening
Preferred contact method: ☐ phone ☐postal mail ☐ email **Preferred inspection time:** ☐ morning ☐afternoon ☐ evening

SECTION 2 Current Year Requirements

NOS §§205.406(a)(3)

Have all conditions/requirements from previous Certification Determination Letters been addressed?
☐ none noted ☐ Yes ☐ No. **Explain:**

SECTION 3 Farm and Crop Description

NOS §§205.201(a), .202(a-b)

To be eligible for certification, land must have been managed without the use of prohibited substances for 36 months prior to the harvest of a crop to be sold, labeled or represented as organic.

Is all land under organic management? ☐ Yes ☐ No. **Do you plan to transition more land into organic production?** ☐ No ☐ Yes. **Describe plans:**

A. CROP SUMMARY

1. *Complete the Current Year Field Plan for all organic, transitional and conventional land under your management.*
2. *Using the completed Current Year Field Plan, calculate total number of acres of each type of crop and list these in the table below. Vegetable producers, for your certificate we will need a complete list of crops grown, including perennials. If your list does not fit on this crop summary, submit it along with this Plan.*

CROP	ACRES			PROJECTED YIELD	√ IF CROP WILL BE SOLD
	ORGANIC	TRANSITIONAL	CONVENTIONAL		
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
	Total=	**Total=**	**Total=**		

B. OFF-SITE LAND AND FACILITIES

List any land, greenhouses, crop storage, crop handling or livestock facilities that are not located at the main farm address.
☐ not applicable, all at main farm address

FIELD OR FACILITY IDENTIFICATION	ADDRESS	DISTANCE FROM MAIN FARM

SECTION 4 Seeds, Seedlings and Planting Stock

NOS §§205.201, .204

The National Organic Standards require the use of organic seeds, seedlings and planting stock. Genetically modified (GMO) seeds, seedlings, and planting stock are prohibited. Inoculants also must be non-GMO. Untreated, nonorganic seeds and planting stock may only be used if equivalent organic varieties are not commercially available. This includes cover crop and plowdown seeds. Any treatment on seeds or planting stock must be allowed by the National Organic Standards. Annual seedlings must be certified organic. Perennial planting stock must be managed organically for a minimum of 12 months before organic harvest if not from an organic source. Seed used for organic sprouts must be organic and listed separately on the Sprout Plan.

Complete the following table for all seeds, seedlings, and planting stock used or planned for use in the current season. If you have new land, also list any used 36 months preceding planned harvest of an organic crop this year. Prior year's seed should correspond to crop listings on Three Year Field Histories. Vegetable operations may submit this information to us in other formats. On the Greenhouse Organic System Plan, describe all areas where plants are started or grown indoors within a structure: permanent greenhouse, hoophouse, or another type of building.

Have the following documentation available at inspection: *receipts and a tag/bag from each variety for all seed, seedlings, and planting stock listed. If nonorganic seeds or planting stock were used this year, you also need the Organic Seed Search form or vegetable seed catalogues, documentation from companies that seeds or planting stock were untreated, and inoculants and seeds of GMO potential need non-GMO documentation from the seed company or inoculant manufacturer.*

☐ no seeds, seedlings or planting stock used. (*go to next section*)

FOR INSPECTOR USE ONLY:

YEAR USED	CROP	VARIETY	COMPANY	ORGANIC?	TREATMENTS	TAG	RECEIPT	OSS	UNTREATED VERIFICATION	NON-GMO STATEMENT	QUANTITY PURCHASED	QUANTITY PLANTED	QUANITITY SAVED
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								
				☐ Yes ☐ No	☐ no treatment ☐ inoculant or treatment name:								

SECTION 5 Soil Fertility and Conservation Management NOS §§205.2, .105, .200, .201, .203, .205

The National Organic Standards require active management to build soil fertility, manage plant nutrients, protect natural resources, and prevent soil erosion. All fertility inputs must be allowed and producers must demonstrate compliance with all applicable National List annotations/restrictions for use. Producers must monitor practices and procedures, including fertility management, to verify that the organic plan is effectively implemented. Plant and animal materials, such as manure, compost, and uncomposted plant materials, must be managed so they do not contribute to contamination of crops, soil and water by plant nutrients, pathogenic organisms, heavy metals, or prohibited substance residues.

A. GENERAL INFORMATION

Inputs used or planned for use in the current year are to be noted on the Current Year Field Plan and the Crop Input Inventory. Provide ingredients information for all inputs unless OMRI or WSDA listed or approved by MOSA in the previous year. Have purchase documentation available at inspection.

☐ no off-farm fertility inputs used *Submit a new Crop Input Inventory listing all inputs in use on your farm.*

If you use or plan to use any fertility inputs with micronutrients, provide documentation that your soils are deficient in the micronutrients used. ☐ not applicable, none used

If you use Chilean nitrate, provide calculations that show you are applying at a rate that provides less than 20% of crop nitrogen needs: ☐ not applicable, not used

What are your soil types?

What are your soil/nutrient deficiencies? ☐ no known deficiencies

What are the major components of your soil and crop fertility plan? ☐ crop rotation ☐ green manure plow down/cover crops ☐ interplanting ☐ incorporation of crop residues ☐ subsoiling ☐ summer fallow ☐ compost ☐ on-farm manure ☐ off-farm manure ☐ soil amendments ☐ side dressing ☐ foliar fertilizers ☐ biodynamic preparations ☐ soil inoculants ☐ other:

How do you monitor the effectiveness of your fertility management program? ☐ soil testing ☐ observation of crop health ☐ comparison of crop yields ☐ crop quality testing ☐ tissue testing ☐ observation of soil ☐ other:

How often do you conduct fertility monitoring? ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your fertility management program ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes. **Describe:**

B. COMPOST USE

Compost is described by National Organic Standard §205.203(c)(2). Manure not meeting compost requirements may be used on land growing crops for human consumption with restrictions as described in the next section.

☐ no compost or compost tea produced or purchased (*go to section C)*

☐ compost or compost tea is purchased. *List on Crop Input Inventory and include ingredient information and composting procedures.*

☐ compost or compost tea is produced and applied to land on which crops for human consumption are grown.

If compost is produced, what composting method is used? ☐ in-vessel ☐ static aerated pile ☐ windrows ☐ other:

What ingredients and additives are used?

Do you monitor temperature? ☐ No ☐ Yes

What temperature is maintained? **How long is this temperature maintained?**

If compost is windrowed, how many times are materials turned?

What records do you keep of your composting process?

If compost tea is produced, is it made with potable water?

What additives are used in compost tea preparation?

If products are used to clean compost tea equipment, list here:

Attach residue analysis/additive specifications of compost or compost tea if available.

C. MANURE USE

National Organic Standard §205.203(c)(1) requires that raw manure must be fully composted as defined above unless applied to fields for crops not for human consumption; incorporated into the soil 120 days prior to harvest for those crops whose edible portions have direct contact with the soil surface or soil particles; or 90 days prior to harvest for crops for human consumption whose edible portions do not contact the soil surface or soil particles.

☐ no manure used *(go to section D)*

If you grow crops for human consumption and use manure not fully composted as defined above, actual dates of manure application are to be noted on the Current Year Field Plan. If crops are not for human consumption, note seasonal time of application.

What type of crops do you grow?

☐ crops not used for human consumption

☐ crops for human consumption whose edible portion has direct contact with the soil

☐ other crops for human consumption

Manure types: ☐ liquid ☐ semi-solid ☐ piled ☐ dehydrated ☐ pelleted ☐ other:

What is the source of the manure you use? ☐ on-farm ☐ off-farm
If source of off-farm manure has changed, complete and submit the Off-Farm Manure/Bedding Verification form.

List all manure additives, including barn lime and bedding:

What months do you spread manure?

If manure is spread on frozen ground, do you have a Nutrient Management or Conservation Plan in place? ☐ Yes ☐ No
Describe winter manure spreading including type of ground (sod, tilled land, crop residue), slope of land, rate of application, proximity to surface water or waterways and how runoff is prevented.

D. NATURAL RESOURCES

National Organic Standards define organic production as a system managed to respond to conditions unique to your operation by integrating practices that foster cycling of resources, promote ecological balance, and conserve biological diversity. Production practices must maintain or improve the natural resources of the operation and minimize erosion. Irrigation water should not contaminate crops with prohibited materials. Appropriate conservation measures are to be maintained.

SOIL CONSERVATION METHODS

What conservation practices are used? ☐ terraces ☐ contour farming ☐ strip cropping ☐ under sowing/interplanting

☐ winter cover crops ☐ conservation tillage ☐ permanent waterways ☐ windbreaks ☐ firebreaks ☐ tree lines

☐ retention ponds ☐ stream bank/riparian management ☐ other:

What soil erosion problems do you experience?

Describe your efforts to minimize erosion:

How do you monitor the effectiveness of your soil conservation practices? ☐ observation of soil/fields ☐ other:

How often do you conduct monitoring? ☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your soil conservation program ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes **Describe:**

WATER CONSERVATION METHODS

How are water systems used? ☐ none ☐ irrigation ☐ livestock ☐ foliar sprays ☐ greenhouse ☐ washing crops *Submit water test*

Source of water: ☐ on-site well(s) ☐ river/creek/pond ☐ spring ☐ municipal/county ☐ irrigation district

What practices are used to protect water quality? ☐ fencing livestock from waterways ☐ scheduled use of water

☐ sediment basin ☐ land forming/laser leveling ☐ manure, fertilizer and compost stored away from water ☐ drip irrigation

☐ micro-spray ☐ other:

List known contaminants in water supplies in your area:

Describe your efforts to minimize water contamination problems:

Do any fields or portions of fields flood frequently? ☐ No ☐ Yes. **Describe:**

How do you monitor the effectiveness of your water quality protection practices? ☐ observation of water color/odor/taste ☐ observation of surface water banks ☐ water testing

How often do you monitor water quality? ☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your water quality program ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes **Describe:**

E. BIOLOGICAL DIVERSITY

How does your operation provide for biological diversity? ☐ leaving uncultivated areas ☐ diversity among farm animal species ☐ diversity of crops grown ☐ fencing livestock out of woods ☐ hedgerows/windbreaks ☐ wildlife food plots ☐ wildlife corridors ☐ bird/bat/bee boxes ☐ maintaining wetlands ☐ ponds ☐ providing habitat for pollinators or insect predators ☐ allowing fence lines to grow ☐ companion planting & intercropping ☐ streambank/riparian management ☐ avoiding nests or not mowing during breeding season ☐ encouraging/reintroducing native species ☐ establishing legal conservation areas ☐ other:

How do you control invasive plants or animals? Describe:

SECTION 6 Crop Management

NOS §§205.105, .201, .205, .206

The National Organic Standards require a crop rotation plan that maintains or improves soil organic matter, and prevents weed, pest, and disease problems. This may include sod, legumes, other nitrogen-fixing plants and green manure crops. Crops of the same species or family should not be grown repeatedly without interruption on the same field. Perennial cropping systems should use means such as alley cropping, intercropping and hedgerows to introduce biological diversity. Producers should utilize sanitation measures to remove disease vectors, weed seeds, and habitat for pests. Cultural practices, including selection of plant species and varieties adapted to site-specific conditions should be used to enhance crop health. Allowed synthetic materials on the National List may only be used for weed, pest and disease control when all other management practices used prove insufficient to prevent or control problems and all annotations and restrictions are followed.

A. CROP ROTATION

List all crops including any cover crops and plowdowns. Use 1 column only unless you have different rotations in different fields.

☐ No rotation, permanent _____. *(go to section B)*

Year 1	**Year 1**	**Year 1**
Year 2	**Year 2**	**Year 2**
Year 3	**Year 3**	**Year 3**
Year 4	**Year 4**	**Year 4**
Year 5	**Year 5**	**Year 5**
Year 6	**Year 6**	**Year 6**

B. WEED MANAGEMENT

Weed control products used or planned for use in the current year are to be noted on the Current Year Field Plan and the Crop Input Inventory. Provide ingredients information for all products that are not OMRI or WSDA listed or approved by MOSA in the previous year. Have purchase documentation available at inspection.

☐ no weed control products used *Submit a new Crop Input Inventory listing all inputs in use on your farm.*

What are your problem weeds?

What methods do you use to prevent and control weeds? ☐ crop rotation ☐ field preparation ☐ prevention of weed seed set ☐ delayed seeding ☐ monitoring soil temperature ☐ soil sterilization ☐ use of fast emerging varieties ☐ stale seedbed ☐ mechanical cultivation ☐ use of hand tools ☐ hand weeding ☐ mowing ☐ livestock grazing ☐ flame weeding ☐ corn gluten ☐ steam weeding ☐ electrical ☐ smother crops ☐ black fallow ☐ non-synthetic mulch ☐ synthetic mulch ☐ soap-based herbicides ☐ other:

What types of mulch are used? ☐ none used
If you use plastic or other synthetic mulches, is the mulch removed at the end of the growing or harvest season? ☐ Yes ☐ No. **Explain:**

How do you dispose of synthetic or plastic mulch?

If you use newspaper or other recycled paper for mulch, do you use paper with glossy or colored inks? ☐ Yes ☐ No

Do you use or plan to use weed control products with annotations/restrictions stated in the National List? ☐ No ☐ Yes

Do you comply with these annotations or restrictions? ☐ Yes ☐ No. **Explain**:

How do you monitor the effectiveness of your weed management? ☐ observation of weeds ☐ observation of crop health ☐ comparison of crop yields ☐ weed counts ☐ other:

How often do you monitor for weeds? ☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your weed management program: ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes. **Explain.**

C. PEST AND DISEASE MANAGEMENT

Pest and disease control products used or planned for use the current year are to be noted on the Current Year Field Plan and the Crop Input Inventory. Provide ingredients information for all products that are not OMRI or WSDA listed or approved by MOSA in the previous year. Have purchase documentation available at inspection.
☐ no pest or disease products used *Submit a new Crop Input Inventory listing all inputs in use on your farm.*

What crop pests are present on your farm? ☐ no pest problems ☐ insects (specify):
☐ rodents ☐ gophers ☐ birds ☐ deer ☐ other animals (specify):

What strategies do you use to prevent or control pest damage to crops? ☐ none ☐ crop rotation ☐ selection of plant species/varieties ☐ development of habitat for natural enemies ☐ timing of planting ☐ companion planting ☐ frog ponds ☐ bat houses ☐ bird houses ☐ hand picking ☐ monitoring ☐ trap crops ☐ physical barriers ☐ physical removal ☐ traps ☐ lures ☐ IPM ☐ insect repellents ☐ animal repellents ☐ release of predators/parasites of pest species ☐ use of approved products ☐ use of restricted products ☐ limited use of prohibited products ☐ other:

What are your problem crop diseases? ☐ none known

What disease prevention strategies do you use? ☐ none ☐ crop rotation ☐ field sanitation ☐ selection of plant species/varieties ☐ timing of planting/cultivating ☐ plant spacing ☐ vector management ☐ soil balancing ☐ solarization ☐ companion planting ☐ compost/tea use ☐ use of allowed or restricted materials ☐ other:

Do you use or plan to use pest or disease control products with annotations/restrictions stated in the National List?
☐ No ☐ Yes. **Do you comply with these annotations or restrictions?** ☐ Yes ☐ No. **Explain:**

How do you monitor the effectiveness of your pest and disease management? ☐ soil testing ☐ microbiological testing ☐ tissue testing ☐ observation of soil ☐ observation of crop health ☐ comparison of crop yields ☐ crop quality testing ☐ monitoring records kept ☐ traps for insect monitoring ☐ other:

How often do you monitor for pests and diseases? ☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your pest and disease management: ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes. **Explain:**

SECTION 7 Maintenance of Organic Integrity — NOS §§205.201, .202, .272

A. ADJOINING LAND USE

The National Organic Standards require that organic production areas including pastures have distinct boundaries and buffer zones to prevent the unintended application of or contact with prohibited substances. Organic production areas that adjoin land not under organic management may require the establishment of a buffer area or setback fencing for organic pasture if natural barriers, roads, headlands or waterways don't provide enough separation. Producers may also submit a signed Verification of Adjoining Land Use (VALU) form from the adjoining land manager verifying that no prohibited products have been or will be applied to the adjoining land. A buffer is required unless adequate natural buffers or a signed VALU are in place. Crops harvested from a buffer area are nonorganic and records need to be kept of sale or use.

Do you understand the buffer maintenance requirements described above? ☐ Yes ☐ No. **Explain:**

Describe organic production areas that adjoin land not under organic management in the chart below and note these areas as "Conventional" on your field maps. Buffer harvests and the sale or use of buffer crops need to be recorded, either in the Field Activity Log or on the Nonorganic Crop Usage Form. Note all buffers on field maps.

☐ not applicable, no additional buffering is needed because of adequate natural buffers

FIELD NUMBERS	MEANS OF CONTAMINATION AVOIDANCE	ADJOINING LAND USE AND MANAGER	IF CROP IS HARVESTED FROM BUFFER, DESCRIBE USE OR SALE
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____
	☐ Buffer Width= ☐ VALU Good until		☐ Not harvested ☐ Used for _____ ☐ Sold or given to _____

To whom has written notification been submitted to prevent accidental contamination on your farm?
☐ none ☐ highway departments ☐ electric companies ☐ aerial spray companies/airports ☐ residential neighbors
☐ drainage commissions ☐ Farm Service Office ☐ other:

Are roadsides sprayed in your area? ☐ Yes ☐ No
Do you post signs along roadsides that adjoin organic fields? ☐ Yes ☐ No

How do you monitor for crop contamination from neighboring non-organic operations? ☐ visual observation ☐ photographs
☐ GMO testing ☐ residue analysis ☐ wind direction/speed data ☐ other:

How do you monitor the effectiveness of your crop contamination management? ☐ soil testing ☐ microbiological testing
☐ tissue testing ☐ observation of soil ☐ observation of crop health ☐ comparison of crop yields ☐ crop quality testing
☐ monitoring records kept ☐ traps for insect monitoring ☐ other:

How often do you conduct crop contamination monitoring? ☐ weekly ☐ monthly ☐ annually ☐ as needed ☐ other:

Rate the effectiveness of your crop contamination management: ☐ excellent ☐ satisfactory ☐ needs improvement

Do you anticipate any changes? ☐ No ☐ Yes. **Explain:**

Is lumber that is treated with arsenate or other prohibited materials in contact with soil used to grow organic crops, including pasture? ☐ No ☐ Yes. **Describe:**

B. EQUIPMENT

To prevent commingling and contamination, all equipment used in organic crop production must be free of nonorganic crops and prohibited materials. Contamination includes risk from oil, fuel and hydraulic fluids. Equipment used for both organic and nonorganic farming must be cleaned prior to use on organic fields or crops and records kept. MOSA provides the Cleaning Log for you to document equipment cleaning.

List equipment used for planting, tillage, weed control, input application, spraying, harvesting, and crop transport, including custom hire equipment. ☐ none

TYPE OF EQUIPMENT	CHECK (✔) ALL THAT APPLY	IF EQUIPMENT IS USED FOR CONVENTIONAL OR TRANSITIONAL CROPS AS WELL AS ORGANIC CROPS, HOW IS IT CLEANED BEFORE ORGANIC USE?
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	
	☐owned ☐rented ☐custom ☐organic use only	

Is your equipment maintained so that fuel, oil and hydraulic fluid do not leak? ☐ not applicable ☐ Yes ☐ No

C. HARVEST

The National Organic Standards require that organic products shall be handled, stored and transported in containers free of prohibited substances and/or nonorganic products which could compromise the integrity of the organic products. All recycled containers must be thoroughly cleaned and pose no risk of contamination prior to use.

How are your organic crops harvested? ☐ mechanically ☐ by hand

If organic crops are custom harvested, describe which crops, give name and contact information of custom harvester, and note who is responsible for equipment cleaning and how it is documented. (List equipment on chart on previous page.)
☐ no custom harvesting hired

Do you use your own equipment to do custom harvesting? ☐ No ☐ Yes. **Is equipment dedicated organic?** ☐ Yes ☐ No

If you harvest both organic and nonorganic crops (including your conventional, transitional or buffer crops or any custom work done on nonorganic crops), how do you prevent commingling and contamination during harvest?

What containers are used for harvesting? ☐ gravity wagons/boxes ☐ hay wagons ☐ chopper boxes ☐ truck boxes ☐ totes ☐ waxed boxes ☐ boxes ☐ bags ☐ other:

Are totes, boxes and bags new or used? ☐ New ☐ Used. **What did they contain prior to organic use?**

Are these used for organic crops only? ☐ Yes ☐ No

How do you keep harvest records?

D. CROP STORAGE

Producers must keep organic and nonorganic crops in separate storage areas and prevent commingling and contamination. An operation with split production needs to maintain records to thoroughly document use and sales. MOSA provides the Bin Inventory and the Audit Control forms for this purpose.

Describe your storage locations in the following table and identify storage facilities or locations on facility map.
☐ no organic crop storage

STORAGE ID#	TYPE OF CROPS STORED	TYPE OF STORAGE (bin, crib, mow, outdoor)	CAPACITY	ORGANIC (O), TRANSITIONAL (T), BUFFER (B), CONVENTIONAL (C)

Do you use the same storage areas for organic, transitional and/or conventional crops? ☐ No ☐ Yes. **How do you segregate organic crops from non-organic crops?**

Are storage areas or units labeled? ☐ Yes ☐ No

How do you clean storage units prior to storage of organic crops?

How do you prevent and control insect pests in crop storage areas?

How do you prevent and control rodents in crop storage areas?

Are any inoculants or preservatives used or planned for use on organic crops? ☐ No ☐ Yes. *List on Crop Input Inventory.*

If any inputs or pest control products are used on or around organic products, list on the Crop Input Inventory and provide ingredients information for all products that are not OMRI or WDSA listed or approved in the previous year by MOSA.

☐ no pest control or crop inputs *Submit a new Crop Input Inventory listing all inputs in use on your farm.*

How do you keep storage records and records of any necessary cleaning?

E. ON-FARM PROCESSING/HANDLING

The National Organic Standards require an organic operation to have measures in place to prevent the commingling of organic and nonorganic products during post-harvest handling.

☐ no further processing or handling of crops or product after harvest *(go to section F)*

Between harvest and storage, use or sale of your crop or product, do you do any of the following on your farm?

☐ wash *(submit water test)* ☐ package ☐ dry ☐ roast, shell, roll or crack feed ☐ clean ☐ other:

Describe how your product gets from harvest to storage, use or sales: ☐ no on-farm handling, crop sold from field

Are equipment and/or processing areas used for both organic and nonorganic products? ☐ No ☐ Yes **Describe steps taken to prevent commingling and contamination:**

Describe your methods of equipment and processing area cleaning:

Any cleaning products used are to be listed on the Crop Input Inventory.

What types of packaging materials are used? ☐ none ☐ plastic ☐ paper ☐ cardboard ☐ wood ☐ glass ☐ metal ☐ foil ☐ waxed paper ☐ natural fiber ☐ synthetic fiber ☐ other:

Are packaging materials used or new? ☐ used packaging ☐ new packaging

In what form are finished products shipped? ☐ dry bulk ☐ liquid bulk ☐ tote bags ☐ tote boxes ☐ paper bags ☐ foil bags ☐ metal drums ☐ mesh bags ☐ cardboard drums ☐ cardboard cases ☐ plastic crates ☐ waxed boxes ☐ other:

F. TRANSPORTATION OF CROP, FEED OR OTHER ORGANIC PRODUCTS

☐ no incoming or outgoing transport of crops, feed or products.

Who is responsible for arranging transportation of organic products? ☐ self ☐ buyer ☐ seller ☐ other:

How are organic products transported?

What steps are taken to protect the integrity of organic products during transport? ☐ dedicated organic only ☐ inspecting transport units prior to loading ☐ cleaning transport units prior to loading ☐ use of clean truck affidavits ☐ letter/contract with transport company stating organic requirements ☐ use of cleaning log ☐ other:

How do you keep records of any necessary cleaning of transport units?

G. MARKETING/LABELING

How are organic crops or products sold? ☐ no organic crop/produce sales ☐ direct to consumer ☐ direct to retail ☐ direct to bulk buyer ☐ other:

Do you use or plan to use the USDA organic seal on product labels or marketing information? ☐ Yes ☐ No

Do you use or plan to use the MOSA seal on product labels or marketing information? ☐ Yes ☐ No

Attach copies of all organic product labels. All labels making an organic claim need to be approved by MOSA prior to use.

SECTION 8 Sales

NOS §§205. 103

Complete the chart below about sales in the previous calendar year.

Did you sell the following?	Yes/No	Type	Gross Sales Amount
Organic crops			
Organic livestock (such as live animals)			
Organic processed crop or livestock products			
Organic milk or eggs			
Conventional crops			
Conventional livestock			

Did you sell any of your certified organic crops, livestock or processed crop or livestock products conventionally? ☐ No ☐ Yes. **Explain:**

How do you keep sales records?

Have sales records for the previous calendar year available for audit at inspection.

SECTION 9 Record Keeping Requirements

NOS §§205.103, .201

The National Organic Standards require that records disclose all agricultural activities and transactions of the operation, be maintained for five years, and demonstrate compliance. Records are to be such that organic products can be tracked back to the field or location where they were produced and are to be accessible at inspection.

MOSA requires that operators keep a log of activities as applicable to your operation. The following need to be included: field preparation, planting information, application of fertility, weed/disease/pest control inputs, harvests and yields, storage, and pasture management.

How do you record your field activities? ☐ calendar ☐ notebook ☐ filing system ☐ journal ☐ electronic ☐ other:

Who is responsible for this record keeping?

Describe your lot numbering system, or other means of tracing product from seed to sale:

It is required for MOSA's ISO Guide 65 accreditation (for USDA Grassfed or EU Verification only) that you maintain a complaint file or log in the event that you receive a complaint about your organic product or the management of your organic operation. A form is provided in the application packet.

If applicable, how do you intend to keep such records? ☐ complaint log ☐ other:

What other records do you maintain? ☐ none that are not listed above

The National Organic Standards require that you keep a copy of all certification documents for a minimum of 5 years.

How do you intend to maintain these records? ☐ hard copy ☐ electronically ☐ both

SECTION 10 Additional Information

The following information is also being submitted:

- ☐ Livestock, Handling, Greenhouse, Maple Syrup, Wild Crop, Sprout, Mushroom, Hydroponic, EU/EC, or Excluded Handler Organic Plan(s), *as applicable*
- ☐ Field and facility maps including all fields, greenhouses, crop handling and storage facilities, livestock pasture, outdoor areas, and housing and feed storage areas.
- ☐ Current Year Field Plan for all in-ground production
- ☐ Three Year Field Histories
- ☐ Crop Input Inventory and labels or ingredients information for inputs
- ☐ Most recent Certification Determination Letter from previous certifier
- ☐ Proposed organic product labels, if used
- ☐ Soil and water tests, as necessary
- ☐ Prior Land Use Declaration, as applicable
- ☐ Verification of Adjoining Land Use forms, as applicable

SECTION 11 Affirmation

I affirm that all statements made in my Organic System Plan are true and correct. No prohibited products have been applied to fields for which I am requesting certification during the three-year period prior to projected organic harvest. In addition to annual inspection requirements, I understand that my operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed necessary to ensure compliance with the National Organic Standards. I consent to the use of subcontracted inspectors and laboratory analysis services as necessary, and hereby agree to a release of information from suppliers or service providers, should such be necessary to verify compliance.

I understand that failure to follow the National Organic Program or MOSA certification requirements or giving false information may result in denial, suspension or revocation of the certification of my operation. I understand that certification of my operation may depend on my ability to supply information that MOSA needs to evaluate my request for certification. I understand that acceptance of my Organic System Plan in no way implies granting of certification. I agree to follow the National Organic Standards and MOSA certification requirements.

If I am submitting this form electronically, I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature. By typing my name below I am electronically signing this form.

Signature _____ **Date** _____

Print Name _____

Make copies of all Organic System Plans and supporting documents and submit with fees by mail to MOSA, PO BOX 821, VIROQUA, WI 54665 or electronically to mosa@mosaorganic.org