

**The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada****Operation Name:** _____ **Date:** _____

- Complete this form if you take physical possession of products you sell or distribute, or run a processing or handling facility.

Facility covered by this form (If different from operation name):
_____**A. Harvest**

- 1) Do you harvest organic crops and/or contract out harvest of organic crops?

Records and organic certificates must show that harvested parcels are certified and harvest equipment is cleaned or purged.☐ No ☐ Yes (describe):
_____**B. Receiving**

- 1) Do you ever receive organic and nonorganic products at the same time or in the same vehicle?

☐ Yes ☐ No

- a) If yes, what steps are taken to prevent commingling of organic and nonorganic products?

☐ Labeled pallets ☐ Organic product sealed or shrink wrapped ☐ Designated organic and nonorganic areas☐ Other (describe):

- 2) Do any products arrive **unsealed** or in **permeable packaging** (e.g. clamshells, open boxes, trucks) or in **reusable containers/vehicles** (e.g. RPCs, tankers, railcars)?

Transporters that combine or split unpackaged loads must be certified organic.☐ No. Skip to question B3. ☐ Yes. Complete this section.

- a) If yes, how do you ensure contamination and commingling were prevented during transport (e.g. protection from sanitizer residue, gases, liquids)? Check all that apply.

Transporter records must be available for review at inspection, e.g. bill of lading, manifest, transaction certificate, shipping and delivery records, invoices, chain of custody, truck and trailer numbers, lot number.☐ Clean truck affidavit ☐ Cleaning and sanitizing material records ☐ Certified supplier provides documentation☐ Truck cleaning procedures ☐ Wash tags ☐ Tanker Seals ☐ Other (describe):

- 3) At receiving, how do you verify that incoming organic products are from approved suppliers, including shipments from uncertified brokers, traders, wholesalers, or distributors? Check all that apply or attach a description.

Receiving records must document verification and be available for review at inspection.☐ Approved organic supplier list verified against BOL or packaging/container labels.☐ Current organic certificate required with each shipment, supplier verified as approved, certificate verified to list product received.☐ For shipments from uncertified vendors, record uncertified handler, certified supplier, and certified supplier lot # on receiving log.☐ Other (describe):
_____**C. Storage**

- 1) How do you ensure organic products are not commingled with nonorganic products in storage?

☐ Not applicable, all organic. ☐ All products sealed and labeled. ☐ Storage areas dedicated to, and identified as, organic.☐ Other (describe):
_____**D. Packaging & Shipping**

- 1) Are all packaging materials free of prohibited materials (e.g. fungicides, preservatives, fumigants)?

☐ Yes ☐ Not applicable, no packaging.



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- 2) How do you prevent commingling of outgoing organic and nonorganic products?
- ☐ Organic never shipped with nonorganic. ☐ Clearly labeled packages/pallets. ☐ Organic product sealed or shrink wrapped.
- ☐ Separate areas in vehicle.

☐ Other (describe): _____

- 3) Are any products shipped in **unsealed** or **permeable packaging** (e.g. clamshells, open boxes, trucks) or in **reusable containers/vehicles** (e.g. RPCs, tankers, railcars)?

Transporters that combine or split unpackaged loads must be certified organic.

☐ No. Skip to section E. ☐ Yes. Complete this section.

- a) If yes, how do you ensure contamination and commingling will be prevented during transport (e.g. protection from sanitizer residue, gases, liquids)? Check all that apply.

Transporter records must be available for review at inspection, e.g. bill of lading, manifest, transaction certificate, shipping and delivery records, invoices, chain of custody, truck and trailer numbers, lot number.

☐ Clean truck affidavit ☐ Cleaning and sanitizing material records ☐ Certified supplier provides documentation

☐ Truck cleaning procedures ☐ Wash tags ☐ Tanker Seals

☐ Other (describe): _____

E. Water & Water Additives

Water used in food production must meet applicable drinking water regulations.

- 1) Is water used as an ingredient in organic products or used in direct contact with organic products, e.g. wash or flume water or crops washed in the field?

☐ No. Skip to question E4. ☐ Yes. Complete this section.

- 2) If you treat water on-site (e.g. RO, UV, carbon filtration, water softeners, pH adjustment), does the treated water meet applicable drinking water regulations? Contact treatment manufacturer if you are unsure.

☐ Yes. CCOF may request documentation that treated water meets applicable drinking water regulations.

☐ N/A, water not treated.

- 3) Is water used in direct contact with organic products, e.g. wash water?

☐ No. Skip to question E4. ☐ Yes. Complete this section.

- a) If yes, do you add any substances to water that contacts organic products, e.g. peracetic acid, hydrogen peroxide, chlorine?

☐ No ☐ Yes, list materials on your [COR Handler Materials Application \(OSP Materials List\)](#).

- b) Do you add **chlorine** to water that directly contacts organic products?

☐ No

☐ Yes, attach records or SOP used for monitoring chlorine. Records or SOP will be verified by your inspector. *Chlorine levels in water that contacts organic products shall not exceed maximum levels for safe drinking water.*

- 4) Does steam contact organic products or packaging?

☐ No. Skip to section F. ☐ Yes. Complete this section.

- a) If yes, and steam boiler is used, list each boiler chemical on your [COR Handler Materials Application \(OSP Materials List\)](#) and attach an ingredient statement for each: ☐ Attached ☐ N/A, no boiler used

- b) If volatile boiler chemicals are used, describe how you prevent organic products from contacting volatile boiler chemicals, e.g. by shutting off boiler chemical feed prior to organic runs (specify # of hours) and conducting condensate tests. ☐ Attached





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F. Equipment Cleaning and Sanitation

All detergents used on organic contact equipment must be biodegradable. List all detergents and sanitizers on your [COR Handler Materials Application \(OSP Materials List\)](#)

- 1) List all equipment and surfaces that organic products contact during **handling, processing, transport, or storage** and describe the cleaning practices. Or provide this information as an attachment (ex: SSOP for organic): ☐ Attached

Organic Equipment/Contact Surface (e.g. totes, processing lines, reused storage containers)	Cleaned? (Y/N)	Purged? (Y/N)	Rinsed? (Y/N)	Documentation (e.g. wash tag, cleaning/production log)

- 2) If any surfaces listed above are NOT either cleaned or purged prior to each organic run, explain why not:

- 3) If equipment is **purged*** (not cleaned) between runs, describe the purge procedure, including the product and quantity purged, where it goes, and how this is documented. ☐ Attached

*Purge – To expel nonorganic product prior to processing organic product from food processing equipment (when equipment cannot be cleaned)

- 4) Do you use any substances for cleaning or sanitation that are not on the COR Permitted Substances List section 7.3?

☐ No, not applicable. Skip to question F5. ☐ Yes. Complete this section.

- a) What removal event do you use to ensure that there are no residues on organic contact surfaces?

☐ Rinsing

Residue Testing: ☐ pH ☐ Quaternary Ammonia ☐ Other testing: _____

- b) If substances are used that are not on the COR Permitted Substances List section 7.4, how do you minimize the environmental impact of the effluent discharge? ☐ Attached

- 5) If cleaning is NOT documented, explain why not:

G. Facility Pest Management

- 1) Who is responsible for pest control in your facility?

☐ In-house ☐ Contracted pest control service (name): _____

- 2) Which of the following management practices do you use to **prevent** pests? Must use at least one:

☐ Remove pest habitat, food sources, and breeding areas. ☐ Prevent access to handling facilities.

☐ Manage environmental factors to prevent pest reproduction (temperature, light, humidity, atmosphere, air circulation).

☐ Other (describe): _____

- 3) Which of the following practices do you use to **control** pests in organic production and storage areas?

☐ N/A, none used ☐ Mechanical or physical controls, including traps, light, or sound.

☐ Lures and repellents as listed in Table 8.2 of CAN/CGSB -32.311, *Organic Production Systems- Permitted Substances Lists (PSL)*. List lures and repellents that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#).





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- 4) Are the measures listed above in questions G2 and G3 sufficient to prevent or control pests?
- ☐ Yes. Skip to question G6. ☐ No
- a) If no, explain: _____
- b) If no, list pest control materials from Table 8.2 of the PSL that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#).
Table 8.2 PSL materials include carbon dioxide, vitamin D3, boric acid, diatomaceous earth, and more.
- 5) Are Table 8.2 PSL materials listed on your OSP Materials List sufficient to prevent or control pests?
- ☐ Yes ☐ No ☐ N/A, none used
- a) If no, explain below (or attach justification). List pest control materials **not on the PSL** that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#). ☐ Letter of justification attached
- _____
- 6) How do you prevent pest control materials from contacting organic products, ingredients, and packaging materials?
- ☐ Remove product and packaging from areas to be treated ☐ Wash and rinse organic contact surfaces after treatment
- ☐ Cover equipment used for organic handling ☐ Purge equipment with nonorganic product
- ☐ Other (describe): _____
- 7) Where do you record pest control material use and measures taken to protect organic products or packaging?
- ☐ Pesticide Use Log ☐ Log describing removal/reentry of products and packaging ☐ Purge log
- ☐ Other (describe): _____

