



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 plan (If different from operation name):

A. Harvest

1) Are you responsible for organic harvest or organic harvest equipment?

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, except milk haulers.*

Yes No, Skip to section B3.

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) List all **grading/sampling tools and equipment** in section F of this form.

Included None used

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

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, except milk haulers.*

Yes No, Skip to section E.

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):



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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 section E4 Yes
- 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 section E4 Yes
 - 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 COR 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?
 Yes No, Skip to section F
 - a) If yes, and steam boiler is used, describe how you prevent contact with volatile boiler chemicals when processing organic products: Attached N/A, no boiler used

- b) If boiler chemicals are used, list each boiler chemical that is not turned off prior to organic production on your OSP Materials List and attach an ingredient statement for each. Attached

F. Equipment Cleaning & Sanitation

All detergents used on organic contact equipment must be biodegradable. List all detergents and sanitizers on your OSP Materials List

- 1) Do you use sanitizers/packaging aids in direct contact with organic products (e.g. peracetic acid, lactic acid, ozone, nitrogen)?
 No Yes. List each material on your COR OSP Materials List.
- 2) Below, list all equipment and surfaces that contact organic products during **transport, storage, handling, or processing**, and describe the cleaning program for each (or provide this information as an attachment): Attached

Organic Equipment/Contact Surface (e.g. totes, processing lines, reused storage containers)	Do you clean or purge before organic runs?	Rinsed? (Y/N)	Documentation (e.g. wash tag, cleaning/production log)

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

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



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- 5) Do you use any substances for cleaning or sanitation that are not on the COR Permitted Substances Lists section 7.3?
6) If cleaning is NOT documented, explain why not:
7) If you have an SSOP that describes practices not listed here, attach a copy of the sections regarding organic contact surfaces only.

G. Facility Pest Management

- 1) Who is responsible for pest control in your facility?
2) Which of the following management practices do you use to prevent pests?
3) Which of the following practices do you use to control pests in organic production and storage areas?
4) Are the measures listed above sufficient to prevent or control pests?
5) Are PSL materials listed on your OSP Materials List sufficient to prevent or control pests?
6) How do you prevent pest control materials from contacting organic products, ingredients, and packaging materials?
7) Where do you record pest control material use and measures taken to protect organic products or packaging?