Operation Name: _____ **Date:** _____

- ► Complete this form if your organic system includes any crop or plant production that does not take place in the ground (e.g. annual seedlings or transplants; planting stock or other nursery production in pots; edible sprouts (including fodder for livestock), wheatgrass/microgreens or similar; mushrooms; or crops grown to harvest/maturity in containers).
- ► Complete this form if you have any crop production in greenhouses, shadehouses, and/or buildings.

A. Production Types and Locations

1) Which of the following do you produce organically? Check all that apply.
   - ☐ None of these. Stop. Do not complete this form.
   - ☐ Annual seedlings (e.g. tomato transplants or other annual plants grown from seed). Indicate which you produce:
     - ☐ For on-farm use ☐ For sale
   - ☐ Planting stock (other than annual seedlings) or other nursery production in pots (e.g. ornamentals, potted herbs). Indicate which you produce:
     - ☐ For on-farm use ☐ For sale
   - ☐ Edible sprouts (including fodder for livestock)
   - ☐ Wheatgrass, microgreens, pea/sunflower shoots, or similar
   - ☐ Mushrooms. Also complete **G3.2 Mushroom Production**.
   - ☐ Crops grown to harvest/maturity in containers (e.g. production of tomatoes, cucumbers, berries, greens, or other crops in substrate/growing media, and/or terrestrial plants in hydroponic, aeroponic, or aquaponic systems).
   - ☐ Crops grown in the ground (not in containers) within greenhouses, shadehouses and/or buildings.
2) For the production types indicated in A1 above, are all growing locations within the boundaries of a certified organic parcel?
   All organic growing locations must be listed on your Client Profile prior to organic sales.
   ☐ Yes ☐ No. Submit **Parcel Application(s)**.

B. Production Materials and Practices

1) Do you use **growing media** (including substrate, planting mix, potting soils, etc.)?
   ☐ No, none used. Skip to question B2 below.
   a) Are all components of your growing media (e.g. peat moss, coconut fiber, vermiculite, perlite, sand, compost, microbial inoculants, etc.) listed on your **Grower Materials Application (OSP Materials List)**? ☐ Yes
   b) Is new growing media used for each production cycle? *Spent growing media from nonorganic production may not be reused for organic production.*
      ☐ Yes ☐ No, describe source of reused growing media:

      _____
   c) How is growing media disposed of at the end of the production cycle? *Spent growing media must be managed in a way that does not contribute to contamination or degradation of natural resources.*
      ☐ Reused/recycled onsite ☐ Composted onsite ☐ Other (explain):

      _____
2) How do you manage irrigation water effluent and/or runoff to avoid contamination of the surrounding environment (including waterways, soil, etc.)?
   ☐ Recaptured/reused ☐ Other (explain):

   _____
3) Do you produce organic edible sprouts?
   ☐ No. Skip to B4 below. ☐ Yes. Complete this section.
   Organic seed is always required for edible sprout production.
   a) Do you always use organic seed to produce edible sprouts? ☐ Yes

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b) Are all sanitizers used on the seed listed on your **Grower Materials Application (OSP Materials List)**?
☐ Not applicable, no sanitizers. Skip to B4 below. ☐ Yes. Describe seed sanitizing and rinsing procedures:

4) Do you produce organic crops grown to harvest/maturity in containers?
☐ No organic production of this type. Skip to section C.
☐ Yes. Attach a detailed description of the production system(s). Include **all** of the following:
a) Photographs of the system.
b) Type of system (e.g. substrate production in pots/bags/troughs or other containers, hydroponic, aeroponic, aquaponic, etc).
c) The stages and length of the production cycle for each crop grown.
d) If substrate/growing media **is not** used, explain how plants/roots are supported (e.g. net pots, trays, polystyrene sheets, etc).
e) If substrate/growing media **is** used, explain if it contains biological activity and/or organic matter, and whether it provides nutrition to the plant on an ongoing basis throughout the entire production cycle.
f) If liquid nutrition is used, explain how it is delivered to the plant roots (e.g. indirectly via application to substrate/growing media, or directly – such as NFT, flood and drain, deep water culture, raft systems, aeroponics, etc).
g) Whether fish are integrated into the system (aquaponics).
☐ A complete description, including photographs, is attached.

C. Nonorganic Production in Greenhouses, Shadehouses, and Buildings

1) Does your organic production indicated in section A take place in greenhouses, shadehouses, or buildings?
☐ No. Stop, this form is complete. ☐ Yes. Complete this section.
2) Does your operation also have **nonorganic** production in greenhouses, shadehouses, or buildings?
☐ No, only organic production. Stop, this form is complete. ☐ Yes. Complete this section.
3) Mark all that apply to describe your nonorganic production in greenhouses, shadehouses, or buildings:
☐ Organic and nonorganic production take place in different, dedicated growing areas (e.g. adjacent structures, bays, sectors, etc). Identify these areas on your parcel map(s) and complete the rest of section C.
☐ My operation wishes to obtain CCOF approval to use specific organic growing areas for nonorganic production when organic production is not taking place in those areas ("alternating production"). Complete the rest of section C, and section D.
a) How do you identify organic and nonorganic growing areas?
☐ Clear signage ☐ Other (describe):

b) How do you label or distinguish between organic and nonorganic plants from production through shipment/sale?
☐ Tray or plant tags. Attach in **G7.0 Labeling** ☐ Other (describe):

c) How do you prevent mixing or commingling of growing media and fertility materials for organic and nonorganic production, during preparation and storage?
☐ Only use materials on my OSP Materials List, for both organic and nonorganic production
☐ Standard Operating Procedure (SOP) for equipment cleanout (attach) ☐ Separate preparation and/or storage areas
☐ Other (describe):

d) How do you prevent drift of prohibited materials through shared ventilation systems?
☐ Not applicable, no shared ventilation systems
☐ Only apply materials on my OSP Materials List, for both organic and nonorganic production ☐ Other (describe):

e) How do you prevent contact with prohibited materials applied through shared irrigation systems?

☐ Not applicable, no shared irrigation systems

☐ Only apply materials on my OSP Materials List, for both organic and nonorganic production ☐ Other (describe):

D. Alternating Production

☐ Not applicable, not seeking approval for alternating production. Stop, this form is complete.

*Prohibited substances may not be applied to certified organic land. Use of an organic growing area for nonorganic production when organic production is not occurring in the growing area ("alternating production") **may** be approved if verified that prohibited substances do not contact land at the growing location, management practices prevent contact with prohibited substances upon resuming organic production, and recordkeeping is sufficient. **CCOF will notify you if your plan is approved.***

1) Which of the following apply to the organic growing location(s) you wish to use for alternating production?

☐ The location(s) have solid, permanent, impermeable flooring (e.g. concrete). Attach photographs.

☐ The location(s) **do not** have solid, permanent, impermeable flooring (e.g. production takes place over soil, landscape fabric or ground covering, gravel, etc). Attach photographs and explain how prohibited materials are prevented from contacting land beneath the growing area (attach any relevant supporting documentation). *Note that approval of alternating production in this circumstance is rare; contact CCOF to discuss your situation.*

a) List all organic growing locations (e.g. parcel name/greenhouse or building number) you wish to use for alternating production and the crop type(s) to be produced (e.g. annual seedlings, etc).

You must update this plan and re-submit it for approval before using additional locations for alternating production.

b) When do you anticipate using these organic growing locations for nonorganic production?

☐ Intermittently, based on customer demand ☐ On a regular schedule (describe):

2) Describe or attach your Standard Operating Procedure (SOP) for cleaning all equipment and surfaces to remove residue of prohibited substances, prior to resuming organic production. ☐ Attached

a) How do you document the following?

- The beginning and end dates of each organic and nonorganic production cycle
- Implementation of your SOP before the beginning of each new organic production cycle

☐ Production records ☐ Cleaning logs ☐ Other (describe):

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☐ *Plan approved. Notification date:*

☐ *Plan not approved. Notification date:*

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