



Organic Plus Trust Certified Grass-fed Organic Livestock Program Fee Schedule-2024

This fee schedule is applicable for any operation applying for the Organic Plus Trust (OPT) Certified Grass-fed Organic Livestock Program.

A. Program Fees			
	Basic Fee	Amount:	Description
	Organic Plus Trust (OPT) Certified Grass-fed Organic Livestock Program	\$300	Applies to operations requesting certification to the OPT Grass-fed Program
	Non PCO Certified Organic Client OPT	\$750	Certified Organic client with another agency but applying to PCO for OPT Grass-fed certification; annual fee for the upcoming season
B. Inspection Fees			
	Fee:	Amount:	Description
	Inspection Hourly Rate	\$80 / hour	Hourly rate includes time spent pre-inspection, onsite, and post inspection
	Inspection Travel time	\$40 / hour	Hourly rate includes time traveling to and from inspection location
	All inspection expenses	Actual cost	Examples include mileage, rental car, airfare, meals, overnight mail, and any other inspection related expenses
	Inspection canceled by client	Expenses incurred up to the time it was canceled plus \$165 administrative fee	Applies to inspections canceled for non-justified reasons 5 days or less from the time of the scheduled inspection, or if a cancellation request is not communicated to the inspector
C. Administrative Fees			
	Fee:	Amount:	Description
	Application Forms	No charge	
	Expedited Application	\$3,000	Additional fee for top priority application processing
	Late Paperwork Submission	\$150 / month	Annual Update more than 10 days past due date
	Late Payment	1.5% interest per month	More than 30 days past due date
	Payment Plan	5% of balance	Assessed on balance to be paid over extended period
	Postal Fee	\$400	Annual fee to cover the additional services for clients electing for postal correspondence
	Returned Check Fee	\$30 plus bank fees	For each time a check is returned as unpaid, for any reason
	PCO Hourly Rate	\$165 per hour	Circumstances not otherwise covered in this fee schedule

Description of Fees and Refund Policy

PCO Certification Fees:

- Program Fees are a fee due annually to PCO with your renewal of certification. It covers basic certification services for the upcoming certification season. This is in addition to the inspection fee.
- Annual Inspections: Operations are required to have at least one inspection per year as part of their certification. The final cost for inspection can be highly variable from year to year. Part of the variance is based upon the complexity of the operation inspected and the ability to group with other nearby inspections. Operation complexity may consist of things like operation size, number of scopes to be certified, length of time certified, number of certified products and whether your operation has open compliance issues.

Pennsylvania Certified Organic (PCO)

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- Other factors that may affect inspection length include, but are not limited to, whether the operation takes part in organic international trade, whether uncertified production or handling also takes place onsite, or whether on-farm post-harvest handling occurs onsite, etc. PCO works hard to coordinate inspections in geographic regions to minimize travel time and expenses. You can lower your costs by promptly communicating with your inspector to schedule your inspection, organizing records and materials prior to the inspector’s arrival, and offering your full attention to the inspection while the inspector is onsite with you.

The inspection fee includes the inspector’s time spent in preparation for, execution of, and final production of the inspection report. In addition, travel expenses including time, transportation costs, lodging, meals, etc. will be assessed. Inspections may be announced or unannounced. There is no charge for partial unannounced inspections (i.e., conducted outside of the annual inspection). PCO reserves the right to send multiple inspectors to complete inspections for large-scale or high risk operations.

- Inspection Cancellation If you cancel a scheduled inspection with less than 5 days’ notice (from the date of the scheduled inspection), you will be assessed the inspector’s preparation time, reimbursable expenses (travel, lodging, etc.) that have been incurred for the planned trip, as well as an administrative fee stated in the table above. If the inspector is in route, the client will be billed for travel time, in addition to the above listed costs. You will be responsible for rescheduling the inspection and paying all additional associated inspection and travel fees.
- Administrative Fees are as described in the table

Refund Policy:

- Refund Policy: Currently certified operations wishing to surrender their certification or new applicants withdrawing their application may be eligible for a partial refund. Refunds for certified operations are based on fees paid in the current calendar year and due date of annual update paperwork. Refunds for new applicants are based on the initial review. Only Organic Certification Program fees (section A) may be eligible for a partial refund. All Inspection fees (section B) and Administrative fees (section C) are non-refundable.

Scenario:	Client / Applicant Refund:
Surrender of Certification before March 1	75% of Organic Certification Program fees (section A)
Surrender of Certification after March 1 and before May 1	50% of Organic Certification Program fees (section A)
Surrender of Certification after May 1	No refund
Withdraw of Application prior to initial review	50% of Organic Certification Program fees (section A)
Withdraw of Application after initial review	No refund
Certification is Denied, Suspended, or Revoked	No refund
PCO unable to fulfill expedited request	PCO will keep payment as a credit and refund balance after inspection has been conducted or refund if applicant withdraws application.

This fee schedule is effective January 1, 2024 and supersedes any prior fee schedule.

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