



OSP Poultry

Important

- In order for this form to properly import into the PCO certification system, please save a copy of this form to your desktop and fill out via Acrobat Reader.
- Please DO NOT fill out this form using Preview (Mac) or in your internet browser (e.g. Internet Explorer, Firefox, Safari) as this will cause your data to be lost.
- When sending to PCO, please DO NOT "Print to PDF" as this renders an unreadable form. Please simply "save" the PDF document and send this document to PCO.

Instructions: Use this form if you are requesting certification of poultry. Livestock slaughter stock, dairy or swine producers must use the "OSP Livestock Ruminant and Swine" form. A separate Organic System Plan form, OSP Crops, must be completed if you are certifying products under the Crop scope, including soil-based outdoor access areas or other organic crops grown on-farm. Use additional sheets if necessary. If a new applicant, attach a completed OSP General Information form provided. Do not leave any applicable sections blank; write "none" or "not applicable" when needed.

SECTION 1 - General Information	§205.201
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Primary Contact First Name: _____ M.I. _____ Last Name: _____

Business Name: _____

1.1 Does this operation engage in any processing of organic livestock or livestock products? (e.g. slaughtering, packaging)

Note: If yes, you may need to complete an OSP Processor-Handler form.

- Yes
 No

a) If yes, describe.

2.1 Organic Poultry- List all organic poultry at your operation

Type of Poultry	# of Birds

2.2 Nonorganic Poultry- List all nonorganic poultry at your operation

Type of Poultry	# of Birds	Describe how these are separated from organic poultry or products.

2.3 Do you manage organic and nonorganic flocks at this operation?

- Yes (Answer questions a-e below)
 No (Skip to Section 3)

- a) What is the expected schedule of organic and nonorganic flock placement dates and expected removal dates (attach schedule or describe below):

- b) What measures do you implement to prevent contamination of the organic flock with any prohibited materials that are used during nonorganic poultry flocks, including but not limited to bedding treatments, foot baths, pest control products, cleaners/sanitizers used in cleaning:

c) Describe procedure(s) for cleaning the house(s), and cleaning/purging feed/water lines before placement of organic birds:

d) Describe management of outdoor access areas during non-organic production, including weed management, fertility management, seeding, and other cleaning practices:

e) What procedures do you have in place to avoid contact with non-organic bedding and bedding materials:

Poultry or edible poultry products must be from poultry that has been under continuous organic management from no later than the second day of life.

3.1 What age are poultry when they arrive at your operation?

- 2 days old or younger
- Older than 2 days (Organic certificates must be available at inspections for any suppliers of birds that are older than two days of age.)

3.2 From what source(s) do you typically source birds:

- Direct from hatchery
- Hatch on farm
- Purchase from certified organic operations (certificates must be available at inspections)
- Other (specify):

3.3 If applicable, describe your management plan for raising chicks/pullets (heating, space allowed etc.):

- N/A, don't raise chicks/pullets

Certified organic poultry must be fed certified organic feed. Save all feed labels for the inspector to verify.

4.1 Do you raise any feed for poultry on your farm?

Yes

No

a) If yes, complete Organic System Plan—Crops

OSP Crops Attached

4.2 Feed: List all feeds provided to animals. Organic certificates must be available for the inspector to verify.

Type of Feed	Source(s)	Certified by Which Agency?

4.3 Do you process feed (mix, grind, roast, extrude, etc.) on-farm?

Yes

No

a) If yes, is the equipment also used to process conventional products?

Yes

No

If yes, how is equipment cleaned prior to processing organic feed to prevent contamination?

4.4 How do you ensure that all birds receive no more than the maximum amount of synthetic methionine per ton of feed, averaged over the life of the flock? (*layers = 2 pounds, broilers = 2.5 pounds, turkeys & all others = 3 pounds*)

4.5 What is your plan for emergency feed supplies?

4.6 Feed and Bedding Storage: Describe all your feed storage (including wrapped bales) and bedding storage (if using roughages like hay or straw) locations in the table below. Organic certificates must be available for the inspector to verify.

Type of Crop/Feed Stored	Type of Storage <i>(include Storage ID# if used)</i>	Size/Capacity

FEED SUPPLEMENTS AND ADDITIVES

No supplements used

4.7 All feed supplements and additives, including probiotics, water additives, and vitamins must be on the Materials Used Form.

Materials Used Form attached

Water used for organic poultry must be potable and readily accessible. Water tests for coliform, bacteria, nitrates and/or known contaminants may be required.

5.1 How do you provide clean water to your poultry?

- On-site well
- River/creek/pond
- Spring Municipal/County
- Other (specify):

5.2 List all water additives on the Materials Used Form. Included on Materials Used Form.

- No additives used
- Materials Used Form attached

5.3 If poultry have access to a river, creek, or pond, how do you prevent bank erosion?

- N/A, no access

Poultry living conditions must provide access to the outdoors, shade, shelter, exercise areas, fresh air, direct sunlight and appropriate bedding. Required density and outdoor access area is determined on a species and stage-of-life basis. Fill out the table below to provide a description of the houses/mobile units that you wish to have certified. If you manage more than two houses/mobile units, attach an additional sheet.

6.1 Pullets / Layers

Not Applicable

	House 1	House 2
House ID		
House Design		
# Birds per Flock		
Indoor Area (sq. ft.)		
Indoor Density (sq. ft. / bird)		
Outdoor Area Size		
Windows (# and Dimensions)		
Exits (# and dimensions)		
Feeding / Water System		
Nest Boxes (Describe Dimensions; flat-topped or sloped)		
Perch (Linear ft) (numerical value only)		
Additional Floor Space (Platforms, tables, etc)		

Size of Scratch / Dusting Areas		
Type of Bedding		
Hrs of Artificial Light per Day (numerical value only)		
Additional Info If Applicable		

6.2 Broilers/Turkeys/Other:

Not Applicable

	House 1	House 2
House ID		
House Design		
# Birds per Flock		
Projected Finish Weight (numerical value only)		
Indoor Area (sq. ft.)		
Indoor Density (lbs / sq. ft.)		
Outdoor Area Size		
Windows (# and Dimensions)		
Exits (# and dimensions)		
Feeding / Water System		
Additional Floor Space (Platforms, tables, etc)		
Type of Bedding		
Hrs of Artificial Light per Day		
Additional Info If Applicable		

6.3 Temporary Brooder Space for Broilers/Turkeys/Other:

Not Applicable

	House 1	House 2
House ID		
House Design		
# Birds per Flock		
Projected Finish Weight (numerical value only)		
Indoor Area (sq. ft.)		
Indoor Density (lbs / sq. ft.)		
Outdoor Area Size		
Windows (# and Dimensions)		
Exits (# and dimensions)		
Feeding / Water System		
Additional Floor Space (Platforms, tables, etc)		
Type of Bedding		
Hrs of Artificial Light per Day		
Additional Info If Applicable		

6.4 How often is the house cleaned? All input materials used for cleaning must be on Materials Used Form. *Note: All input materials used for cleaning must be on Materials Used Form*

Materials Used Form attached

6.5 Describe cleaning procedures used for poultry houses in between organic flocks: *Note: All input materials used for cleaning must be on Materials Used Form.*

Materials Used Form attached

6.6 If lumber treated with arsenate or other prohibited materials is used, identify any locations of existing (previously installed) treated lumber and its approximate age. Also list locations where you have used treated lumber in new installations or for replacement purposes and describe how you prevent contact with soil or livestock (including crops or livestock feed).

N/A, no treated lumber

OUTDOOR AREA DESCRIPTION

Attach a map/drawing of your buildings and the outdoor access area.

Indicate the location of doors between the indoor and outdoor areas, windows, locations of all pest control devices, slope of the land if applicable, and adjoining land uses.

Map attached

6.7 What type of surface is the outdoor area?

- Grass or other vegetation
- Bare soil
- Concrete
- Gravel/shale
- Other (specify):

6.8 All inputs (fertilizer, weed control, pest control, lime) applied to your outdoor area in the past 36 months must be listed on the Materials Used Form.

Materials Used Form attached

6.9 Describe how drainage and/or nutrient management concerns are addressed in the outdoor access area:

6.10 Is the outdoor area adequate for the number of birds in the house?

Yes

No

a) Explain the basis for this determination:

ACCESS TO OUTDOOR AREA PRACTICES

§205.239(b)(5-8): The producer of an organic livestock operation may provide temporary confinement for an animal because of: (1) inclement weather; (2) the animals stage-of-life; (3) conditions under which the health, safety, or well being of the animal could be jeopardized; (4) risk to soil or water quality; (5) preventive health care procedures or treatment of illness; (6) sorting or shipping of animals; (7) breeding; (8) 4-H, FFA, and other youth programs. The conditions in which temporary confinement will occur should be supported and documented through historical data, research literature, educational material and/or producer experience with the applicable species.

6.11 At what age are birds given outdoor access?

6.12 Temporary Confinement Practices: Complete the table to describe whether animals are confined for the reasons below.

Allowed Reasons for Temporary Confinement	Type/Class of Livestock	Duration of Confinement	Specific Reason
Inclement weather			
Animals stage of life (<i>does not include lactation</i>)			
Health, safety, or well-being of the animal			
Risk to Soil and Water			
Healthcare (<i>does not include lactation nor various stages of life</i>)			
Sorting and Shipping of Livestock			
Breeding (<i>only for the act of breeding itself</i>)			
4-H (<i>1 week before demonstration, through event and 1 day after</i>)			

6.13 Number of hours birds are provided outdoor access per day on average (numerical value only):

6.14 How do you document periods of temporary confinement from the outdoors? (documentation must be available at inspection)

Calendar
Journal or Log

Other (specify):

A proactive health management program is required to prevent health problems and potential use of prohibited materials. If prohibited treatments are used, the treated animals and/or their products may not be sold as organic. Records must be kept of all treatments, whether they are allowed or not.

Include ALL HEALTHCARE TREATMENTS on the Materials Used Form, including any emergency treatments, prohibited treatments, parasiticides, vaccinations, etc. used by you or a veterinarian. *Failure to do so could jeopardize your certification*

- All healthcare materials, including substances used for parasite and fly control, are listed on Materials Used Form.

GENERAL INFORMATION

7.1 Identify the general components of your preventative livestock healthcare program:

- | | |
|---|--|
| <input type="checkbox"/> Selective breeding | <input type="checkbox"/> Pasture rotation |
| <input type="checkbox"/> Raise own replacement stock | <input type="checkbox"/> Vaccinations |
| <input type="checkbox"/> Isolate purchased/diseased animals | <input type="checkbox"/> Nutritional supplements |
| <input type="checkbox"/> Culling | <input type="checkbox"/> Probiotics |
| <input type="checkbox"/> Good ventilation in housing | <input type="checkbox"/> Homeopathy |
| <input type="checkbox"/> Good sanitation | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Access to outdoors | |
| <input type="checkbox"/> Dry bedding | |
| <input type="checkbox"/> Good quality feed | |

7.2 Projected mortality per flock:

7.3 Planned method for culling and reasons poultry are culled from flock:

7.4 How are carcasses disposed of?

7.5 Describe how you monitor the effectiveness of your health care management:

7.6 How often do you conduct health care monitoring?

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Weekly | <input type="checkbox"/> As needed |
| <input type="checkbox"/> Monthly | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Annually | |

PARASITE CONTROL

7.7 Describe how you prevent or control internal and external parasites on your operation:

Not a problem

FLY CONTROL

7.8 Describe how you prevent or control flies on your operation:

Not a problem

PREDATOR CONTROL

7.9 Describe how you handle predator problems. List the predator and the prevention/management strategies you use to control the predator:

Not a problem

PHYSICAL ALTERATIONS

As needed to promote the animals’ welfare and must be performed in a manner that minimizes pain and stress.

7.10 Describe any physical alterations performed on your animals. Include de-beaking, beak trimming, wing trimming, spur or toe trimming, caponizing, and any other physical alterations.

N/A, no physical alterations performed (Skip to Section 8)

Physical Alteration	Animal’s Age	Method

a) How do your practices minimize the pain and stress associated with physical alterations?

- Minimize handling time
- Animals returned to group promptly (minimize separation)
- Use of painkillers (List on Materials Used Form)
- Use of handling techniques that minimize stress
- Use of clean equipment/tools/supplies
- Other (specify):

A producer of an organic poultry operation must manage manure in a manner that does not contribute to contamination of crops, soil or water by plant nutrients, heavy metals, or pathogenic organisms and optimizes recycling of nutrients.

8.1 Do you have an approved nutrient management plan?

Yes

No

a) If no, how is manure disposed of?

8.2 What forms of manure do you use:

Not used (Skip to Section 9)

Liquid (Answer question a below)

Semi-solid/piled (Answer question a below)

Fully composted (Answer questions a and b below)

a) If manure from your livestock is used on your fields, describe your manure application practices (i.e. is it incorporated, spread on bare or covered ground, water source setbacks, application rates, etc):

b) Describe your composting method(s):

8.3 List ingredients/additives used on manure (examples: bedding, barn lime, inoculants, preservatives):

N/A, no ingredients/additives added

8.4 During what months do you apply manure/compost to your fields?

8.5 Acres of land available for manure application:

8.6 Describe how you monitor the effectiveness of your manure management:

8.7 How often do you conduct monitoring of your manure management plan (e.g. verifying application of manure not contributing to soil and/or water contamination)?

- Weekly
- Monthly
- Annually
- As needed
- Other (specify):

Transport (movement of product(s) on a transportation vehicle e.g. moving organic grain or organic livestock from certified organic farms to a certified handling or slaughter facility) and transloading (moving products between transportation vehicles) do not require certification. Any other transportation adjacent activities including, but not limited to: combining, splitting, labeling/relabeling, loading/unloading unpackaged products into or from storage facility, etc. are considered handling and require certification, unless covered by exemptions 205.101(e) or (f). Certified organic operations responsible for organic products that are transported must: maintain sufficient records (for audit trail and traceability); demonstrate prevention of commingling; fully describe transportation practices in OSP; and have transportation records available at inspection.

Transporters/haulers must be certified if they engage in the following activities:

- buying/selling organic livestock
- combining lots of organic livestock
- treating organic livestock
- loading or unloading organic livestock at uncertified locations

9.1 Are organic animals transported to or from your operation?

- Yes
 No (Skip to Section 10)

9.2 Do you use a third-party transportation company to haul/transport organic animals?

- No (Skip to question 9.3)
 Yes (Answer the questions a & b below)

a) Provide the name(s) persons/companies used to transport/haul livestock:

b) Is the third-party transporter/hauler certified organic?

- Yes. Organic certificate attached.
 No

9.3 Do animals require feed or water during transport (check all that apply)? This includes feed and water provided by third-party transporters.

No feed provided. Provide estimated time in transit and describe why feed is unnecessary:

Feed provided. How do you ensure animals are provided with certified organic feed during transport?

No water provided. Provide estimated time in transit and describe why water is unnecessary:

Water provided. If water is provided, describe any additives used?

9.4 Are organic and non-organic animals transported/shipped from your operation by you or a third party at the same time?

No, all vehicles are dedicated to organic (Skip to Section 10)

Yes

a) If you transport/ship organic and non-organic animals yourself, describe the practices you use to prevent commingling and contamination during transport:

- N/A, use third party transporters

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b) If you use third party transporters to transport/ship organic and non-organic animals how do you ensure they prevent commingling and contamination during transport:

N/A, transport myself

SLAUGHTER

N/A, I do not slaughter livestock on-site or at a slaughter facility (skip to Auction section)

Meat to be sold or labeled as organic must be slaughtered at a certified organic facility. If you slaughter your livestock on farm, an Organic System Plan Processor/ Handler and a Slaughter Facility OSP Supplement is required. Contact PCO to request these forms.

10.1 Do you sell live animals as organic to a slaughter facility?

- No
 Yes

a) If yes, provide the name, address and phone number of the slaughter facility you are selling live animals to:

10.2 Are you selling meat products as organic? (see Section 15 - Marketing for questions related to labeling of meat products)

- Yes
 No

10.3 Do you slaughter animals on-farm?

- Yes
 No

a) If yes, you must complete an Organic System Plan Processor/ Handler and a Slaughter Facility OSP Supplement.
Supplement Attached

10.4 Do you have your animals slaughtered at a certified organic slaughter facility?

- Yes
 No

a) If yes, provide the name, address, phone number and certifier of the facility where your animals are slaughtered:

10.5 How are organic meat products stored by your operation after slaughter?

10.6 Where are organic meat products being sold?

AUCTION

N/A, I do not sell animals through an auction facilities (Skip to Section 11)

Auction facilities are required to be certified.

10.7 Do you sell live animals as organic through a certified organic auction facility?

- No
 Yes

b) If yes, provide the name, address and phone number of the auction facility you are selling live animals to:

Facilities that handle organic eggs must be inspected and certified to verify that organic integrity is maintained.

N/A, we do not produce eggs

11.1 Do you pack eggs on farm?

Yes

No

a) If yes, check all that apply:

You have an egg handler's license

Sell direct from farm

Shipped to a certified facility for further packing

Other (specify):

11.2 Do you use egg washes/cleaners/inks on eggs?

Yes

No

a) If yes, list all materials on the Materials Used Form.

Materials Used Form attached

11.3 If eggs are washed, graded, and packed, provide facility name, address, and phone number:

N/A, eggs are not washed, graded or packed

11.4 Is the facility certified organic?

Yes

No

a) If yes, by what certifier?

§205.271 requires that operations use management practices to prevent pests (question 12.4). If pest pressure persists, mechanical and physical controls or lures/repellents using nonsynthetics or synthetics on the National List of Allowed and Prohibited Substances (question 12.5) must be used. If there is continued pest pressure an operation may elevate to using a non-synthetic or synthetic on the National List of Allowed and Prohibited Substances such as carbon dioxide, nitrogen gas, vitamin D3 bait, boric acid, diatomaceous earth, or soap products. As a last resort, and with prior approval from PCO, an operation may use a synthetic that is not on the National List. A Synthetic Facility Pest Management Agreement form must be completed if using a synthetic substance that is not on the National List.

Complete this section to describe pest control practices and materials used in any facility where organic crops or crop products are produced and/or stored, including but not limited to crop and seed storage areas, greenhouses (inside or outside), or hoop houses.

12.1 Check which facilities you use for your organic crops or seeds:

- N/A. I have no buildings/facilities that are used for any portion of my organic operation (Skip to section 13)
- Crop and/or seed storage area (bin, silo, barn, shed, etc.)
- Greenhouse (inside or outside)
- Hoop house
- Crop handling area (wash stations, packing shed, etc.)

12.2 Attach facility map showing location of pest traps and monitoring devices.

- Map Attached

12.3 Who is responsible for pest control in your facility?

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

12.4 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 (specify):

12.5 Which of the following practices do you use to control pests in organic production and storage areas?

- N/A, the preventative practices used in 12.4 above are sufficient to control pests
- Mechanical or physical controls, including traps, light or sound
- Lures and repellents using nonsynthetic or synthetic substances consistent with the National List.

List lures and repellents that you apply in organic production and storage areas on your Materials Used Form.

- Materials Used Form attached

12.6 If the measures listed in 12.4 and 12.5 above are not sufficient to prevent or control pests, do you use any of the following:

(Note: List all pest control input materials that you apply in organic production and storage areas on your Materials Used Form.)

N/A, measures listed in 12.4 and 12.5 are sufficient to prevent and control pests

Carbon dioxide
Nitrogen gas
Vitamin D3 bait
Boric acid

Diatomaceous earth
Soap products
Other non-synthetic input materials
Other synthetic input materials*

*Note: A Synthetic Facility Pest Management Agreement Form may need to be completed in order to use certain synthetic input materials. This form must be submitted to PCO PRIOR to the use of those input materials. Check with PCO to determine if this form is required.

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12.7 How do you prevent pest control materials from contacting organic products?

- N/A, no pest control input materials used
- Remove product and packaging from areas to be treated
- Wash and rinse food contact surfaces after treatment
- Cover equipment used for food handling
- Purge equipment with nonorganic product
- Other (specify):

12.8 Where do you record pest control material use and measures taken to protect organic products or packaging?

- N/A, no pest control input materials used
- Pesticide Use Log
- Log describing removal/reentry of products and packaging
- Purge log
- Other (specify):

12.9 Describe monitoring, including frequency, used to determine effectiveness of management practices above:

Flock identification is required. Separation and identification in your records are required for those birds that have been treated with prohibited products. Records sufficient to preserve the identity of all organically managed animals must be kept

13.1 Describe your flock identification system:

13.2 If individual birds were to be treated with prohibited materials, how would you plan to identify and/or segregate those animals?

13.3 If the entire flock is treated with prohibited materials, what changes do you make to ensure that this flock is not sold as organic?

Certified operations must maintain records concerning the production, management and handling of agricultural products intended to be sold, labeled or represented as organic. These records must fully disclose activities and transactions of your operation through all organic production and handling steps. Records will be verified at your inspection. As applicable, inspectors may examine non-organic recordkeeping to verify organic production.

Additionally §205.403 requires that two types of audits are conducted at each inspection:

- *Mass-balance: to verify that the quantities of organic product and ingredients produced or purchased account for organic product and ingredients used, stored, sold and transported (i.e. inputs account for outputs)*
- *Traceback: A successful recordkeeping audit trail will use dates, lot numbers, field names, herd lists, etc. to link incoming livestock or products/inputs from initial purchasing by your operation, through all production steps (birth or acquisition of animals), and to final sale or distribution. Records used in an audit trail include and are not limited to purchase invoices, birth records, healthcare records, feed storage records, labels, sales invoices, organic certificates, bills of lading, hauling records.*

An operation's recordkeeping system, as required by §205.103, must be sufficient to support the required audits conducted during the on-site inspection.

Operations should review §205.103 of the organic regulations for specific recordkeeping requirements. If you have questions about what is required, contact PCO.

14.1 How do you ensure that you maintain audit trail documentation that is sufficient to determine the source, transfer of ownership and transportation of organic products?

14.2 Does your audit trail documentation identify agricultural products on these records as "100% Organic" or "Organic"?

- Yes
 No

14.3 Does your audit trail documentation contain information that links to your non-retail labels?

- Yes
 No
 N/A, non-retail labels not used

14.4 Do you maintain recordkeeping to document quantities of organic products purchased or produced by your operation?

- Yes
 No

14.5 Do you maintain recordkeeping to document quantities of organic products used, stored, sold, transported or distributed by your operation?

- Yes
 No

Records Kept

Indicate which types of records you maintain. Check all that apply.

14.6 Feed and Feed Supplements

- Harvest and storage records for feed grown on farm
- Purchase records (e.g. receipts, shipping documents)
- Organic certificates for purchased feed and bedding
- Records of feed and supplements fed
- Feed labels
- Other (specify):

14.7 Animal Origin and Health

- Birth and/or hatching records
- Documentation of purchased animals (e.g. shipping records, organic certificates, receipts, etc.)
- Treatment records
- Vaccination records
- Health care and veterinary product purchases (receipts/invoices)
- Mortality records
- Other (specify):

14.8 Production and Sales

- Production records (quantity of animals or product produced)
- Product transport or shipping records
- Sales records
- Clean out records
- Other (specify):

14.9 Handling and Storage

- Organic certificates
- Exempt Handler Affidavits
- Handling or processing records
- Import certificates
- Other (specify):

14.10 Describe how do you ensure that the above kept records are readily available upon request by PCO and/or available at inspection:

14.11 How long do you keep your records? (Must be at least 5 years):

15.1 How do you market your organic products? Check all that apply:

- Farmers market
- Direct to retail
- On-farm retail
- CSA/subscription service
- Wholesale
- Wholesale to processor
- Contract to buyer
- Other (specify):

15.2 Do you use or plan to use any retail labels (i.e. used on packages for the final consumer such as egg labels)?

- Yes
- No

a) If yes, attach a color copy of all label(s).

Labels attached. Retail label must include:

- Identify the ingredients as organic in the ingredient statement
- Identify PCO as the certifier directly below the contact info of the operation using the phrase "Certified Organic by PCO" or a similar phrase

15.3 Do you use or plan to use any nonretail labels (i.e. used on packages for shipping or storing, including wholesale)?

- Yes
- No

a) If yes, attach a color copy of all label(s).

Labels attached. Nonretail label must include:

- Identification of the product as organic
 - Nonretail containers used to ship organic products that are labeled for retail sale with organic identification visible on the retail label do not require additional identification of the product as organic on the nonretail label
- Production lot number, shipping identification or other unique information that links the nonretail container to the audit trail documentation

15.4 Do you use or plan to use any marketing materials for your organic products?

- Yes
- No

a) If yes, describe the types of marketing materials (e.g. website, social media, farm market signs, brochures, etc) you use:

15.5 Do your labels identify PCO as the certifying agent?

- Yes
- No
- N/A, no labels used

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15.6 Do you use or plan to use the USDA organic seal on product labels or marketing materials?

- Yes
- No
- N/A, no labels or marketing materials used

15.7 Do you use or plan to use the PCO organic logo on product labels or marketing materials?

- Yes
- No
- N/A, no labels or marketing materials used

§205.201(a)(3) requires that the Organic System Plan (OSP) of a certified operation include a description of the monitoring practices and procedures to verify suppliers in the supply chain and organic status of agricultural products received, **and to prevent organic fraud, as appropriate to the certified operation's activities, scope, and complexity.**

Fraud prevention plans must describe practices that verify the organic status of suppliers and organic products, including how an operation verifies organic status back to the last certified operation in the supply chain. This supports the record keeping and audit trail requirements at §205.103(b)(2) and allows certifiers to verify compliance during on-site inspections and supply chain traceability audits.

Consider your operation's sourcing and selling of organic products and develop a plan that pertains to your operations' activities, including scope and complexity.

Producers should consider the following:

- purchases, transportation and sales of organic feed and bedding.
 - Are your feed suppliers certified organic for handling of those products?
- livestock operations must verify the source and eligibility of all livestock and that records ensure traceability of the acquisition/transfer of ownership and transportation of all animals.
 - Are all livestock brokers and/or haulers, auction and slaughter facilities in your supply chain certified organic?

16.1 Do you work with any exempt handlers (i.e. uncertified handlers - cold storage facilities, seed dealers)?

- No (Skip to 16.2)
 Yes (Answer questions a & b below)

a) Check the types of activities they provide for your operation (check all that apply):

- Storage/Warehousing*
 Brokering*
 Wholesaling*
 Distributing*
 Trading*
 Licensed customs brokering (as defined per 19 CFR 111.1)
 Logistics brokering (e.g. freight forwarding)
 Transporting
 Other (specify)*:

b) *The asterisk (*) indicates activities that require a completed Exempt Handler Affidavit (EHA). If the operation you work with conducts any of these activities identified with an asterisk (*), they must complete the EHA.

- Exempt Handler Affidavit(s) attached (skip to 16.2)
 N/A, activities do not contain an asterisk (Answer question c below)

c) Does the exempt handler provide you with documentation showing full traceability** back to the last certified operation for each shipment? including the following as applicable:

- Yes
 No, explain:

**Note: Full traceability includes the following as applicable:

- Identification of product as organic on nonretail containers
- Current organic certificate of the last certified organic operation
- Documents generated by the last certified operation to the exempt handler proving purchase, delivery and/or transfer
- Purchase invoices, receipts, bills of lading or other audit trail documentation
 - other audit trail documentation must designate the product as organic, include a description of the product, date of transaction and amount transferred, and list the last certified operation and/or lot numbers applied by the last certified operation. (must match lot numbers on exempt handler audit trail documentation)

16.2 Describe the areas in your supply chain where:

- fraud is most likely to occur; and
- where you are most likely to notice if purchased products (crops, inputs) or animals do not have organic certification
(Note: These are often referred to as "critical organic control points")

16.3 How do you prevent fraud and ensure your supply chain is compliant? Check all that apply:

- I participate in an existing fraud prevention plan or program (e.g. GFSI Food Fraud Vulnerability Assessment, OTA Organic Fraud Prevention Solutions)
- I create a map or inventory of my supply chain that identifies suppliers
- Identify critical organic control points in my supply chain where organic fraud or loss of organic status are most likely to occur
- I conduct an assessment to identify weaknesses in my procedures to ensure my suppliers and products I purchase are organic
- I include practices for verifying the organic status of any product I acquire and/or use prior to use
- I include a process to verify suppliers and minimize supplier risk to organic integrity prior to using a supplier
- I initiate mitigation measures to correct vulnerabilities and minimize risks (as identified in my assessment)
- I regularly monitoring my practices and verification tools to assess the effectiveness of my mitigation measures
- Other (specify):

16.4 Describe the practices you use to verify the organic status of suppliers:

16.5 Describe the practices you use to verify the organic status of products acquired/used:

16.6 How do you monitor the effectiveness of your fraud prevention plan?

- Residue test results
- GMO test results
- Mock recall
- Internal audits
- Other (specify):

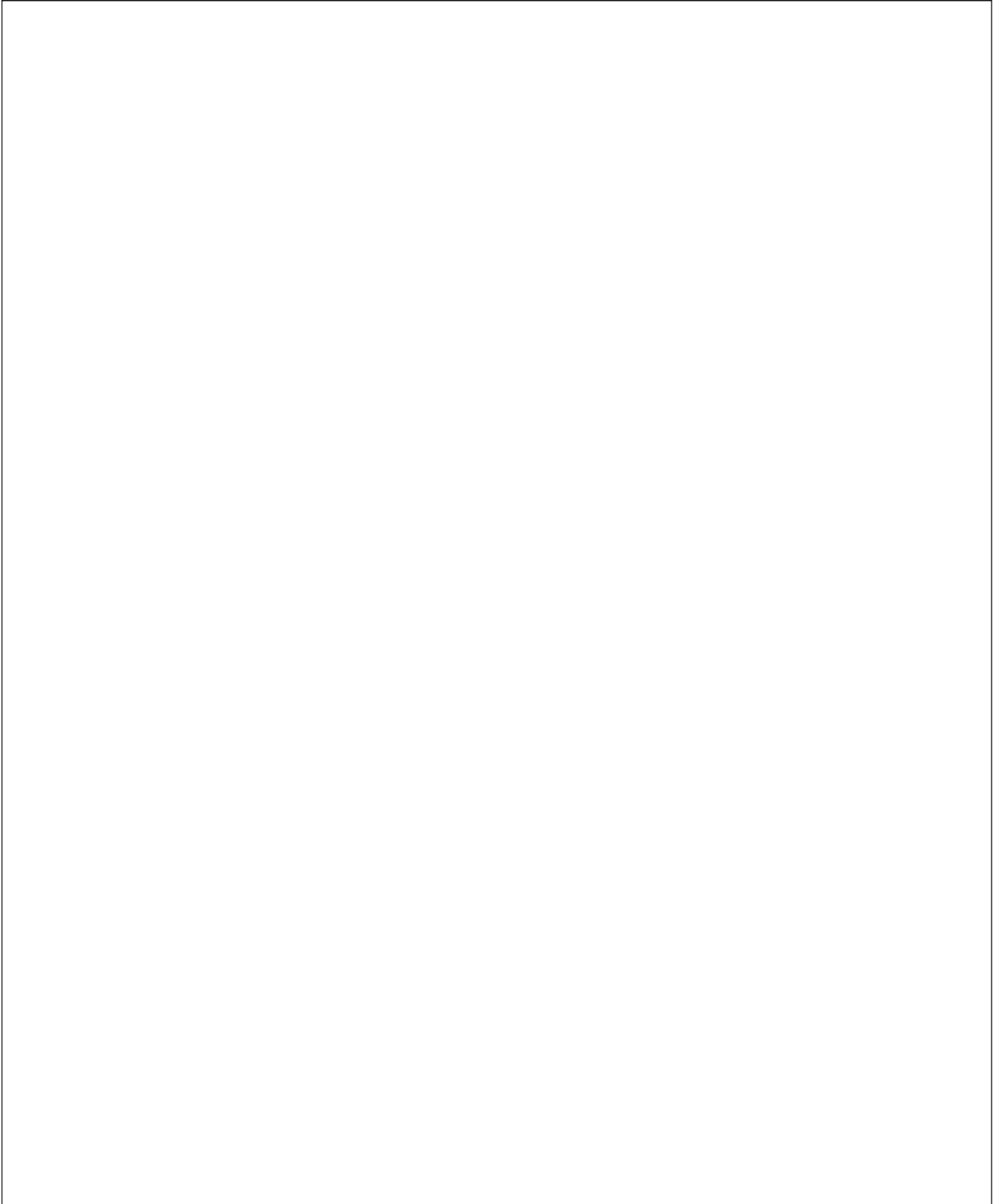
16.7 How often do you monitor the effectiveness of your fraud prevention plan?

- Weekly
- Monthly
- Annually
- As needed
- Other (specify):

Pennsylvania Certified Organic (PCO)

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16.8 Describe your process for reporting suspected organic fraud to PCO and/or the NOP:



SECTION 17 BioSecurity & Inspections

To minimize risk factors associated with having visitors on your operation, PCO inspections will be conducted in accordance with your biosecurity protocols. Biosecurity protocols must be maintained in your OSP for inspectors to review prior to on-site inspections, including potential unannounced inspections.

17.1 Describe your biosecurity protocols for inspectors to follow when conducting an on-site inspection at your operation (i.e. required protective clothing, required time between visiting other poultry operations, vehicle sanitation procedures, etc.):

- N/A, I have no biosecurity protocols for onsite inspections. (Skip to question 17.2)
- SOP or other biosecurity protocols attached.

17.2 Describe your plan for allowing *on-site access* to your operation for the purposes of completing an unannounced inspection (i.e. who to contact for immediate assistance onsite, location that visitors are expected to meet personnel, times of operation, etc.):

NOTE: Unannounced inspections are a requirement of certification. Per 205.403(b)(2), all certified operations must have a plan that allows on-site access for purposes of completing an unannounced inspection. The legal entity listed on the organic certificate or other authorized contact may be notified up to 4 hours prior to the inspector arriving onsite to conduct an unannounced inspection.

17.3 Describe your plan for using remote/virtual methods for conducting an unannounced inspection (i.e. times personnel will have access to records, names of all individuals authorized to complete a remote records check with a PCO inspector, etc.):

NOTE: Plans for using remote/virtual methods for unannounced inspections are optional and do not replace the requirement that all operations MUST have a plan that allows for on-site unannounced inspections.

N/A, I do not have a plan for using remote/virtual methods for unannounced inspections.

[Empty box for additional comments]