



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. Other 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. Do not leave any applicable sections blank; write "none" or "not applicable" when needed.

SECTION 1 - General Information

§205.201

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.

1.2. Does your operation grow birds as part of an affiliate group structure (i.e. all birds and/or eggs sold exclusively to one operation that has a central administration)?

Yes, attach contract
 No

Pennsylvania Certified Organic (PCO)

pco@paorganic.org • www.paorganic.org • 106 School Street, Ste 201 • Spring Mills, PA 16875 • 814.422.0251 • fax 814.422.0255

Poultry – List all organic poultry at your operation.

Type of Poultry (e.g. pullets, layers, broilers, turkeys, ducks)	# of Birds

2.2 Nonorganic Poultry – List all nonorganic poultry at your operation, if applicable.

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) Describe measures 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) Describe the procedures you have in place to avoid organic poultry 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 grow 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?

FEED/BEDDING STORAGE

4.6 Feed and Bedding Storage: Describe all your feed storage 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

Feed supplements and additives are anything you add to livestock feed for a specific nutritional need or to improve nutrient balance of the total ration. All agricultural ingredients in feed supplements and additives, such as molasses, must be organic. All feed supplements and additives used must be reviewed and approved by PCO prior to use.

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.

- No additives used
- Included on Materials Used Form

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 year-round access to the outdoors, shade, shelter, exercise areas, fresh air, direct sunlight, clean water, materials for dust bathing, space to escape aggressive behaviors and appropriate bedding, suitable to the species, its stage of life, climate, and environment. Induced molting is prohibited. Required indoor densities are determined on a species and stage-of-life basis. Housing type is also a factor for layers. See §205.241(b)(8)-(10) for required densities. Additionally, six inches of perch space must be provided per bird to allow all birds to perch at the same time, except for in aviary housing where at least 55% of birds must be allowed to perch simultaneously.

6.1 Attach a map/drawing of your house(s) and the outdoor spaces. Indicate the location of the doors between the indoor and outdoor spaces, windows, locations of pest control devices, slope of the land (if applicable), shade structures, and adjoining land uses.

Map attached

6.2 Is housing sufficiently spacious to allow for all birds to move freely, stretch both wings simultaneously, stand normally, and engage in natural behaviors?

Yes

No, explain:

6.3 What metric do you use to calculate indoor stocking densities?

Square foot / bird

Pounds of bird / square foot (must monitor weight of birds to use this metric). List average of the maximum live weight of birds in flock for each production type and/or species:

6.4 Select the type of poultry the housing specifications listed in the table below (ONLY select one). If you have more than one type of poultry use the OSP Poultry Addendum for the additional poultry types.

Pullets Layers Broilers Poult Turkeys Other (specify):

6.5 Housing specifications: Complete the table for the type of poultry selected in question 6.4.

	House 1	House 2
House ID/Name		
House Type	<input type="checkbox"/> Mobile <input type="checkbox"/> Aviary <input type="checkbox"/> Slatted/Mesh Floor <input type="checkbox"/> Floor Litter <input type="checkbox"/> Other (specify):	<input type="checkbox"/> Mobile <input type="checkbox"/> Aviary <input type="checkbox"/> Slatted/Mesh Floor <input type="checkbox"/> Floor Litter <input type="checkbox"/> Other (specify):
Max # Birds at Placement		
Indoor Area Dimensions AND Total Square Feet (include all flat areas such as flat-topped nest boxes, tables, & platforms)		
Indoor Density (sq. ft. / bird or lbs. of bird / sq. ft.)		
Windows (# and Dimensions)		
Exits (# and Total linear ft)		
LAYER HOUSING ONLY: Perch (Linear ft.)		

EXIT AREAS

Poultry houses must have at least 1 linear foot of exit area for every 360 birds, measured across the base of the exit, but no less than 1 linear foot of exit area for flocks with fewer than 360 birds. Exit areas must be appropriately distributed and sized to ensure that all birds have ready access to the outdoors.

6.6 If you provide less than 1 foot / 360 birds of exit space, list the total linear feet of exit space provided and explain how all birds have ready access to the outdoors:

N/A exit area meets requirement of at least 1 foot / 360 birds

6.7 If you are subject to requirements in 21 CFR part 118 – Production, Storage and Transportation of Shell Eggs, what steps have you taken to prevent stray poultry, wild birds, cats, and other animals from entering poultry houses?

N/A, my operation is not subject to 21 CFR part 118

AMMONIA MONITORING

Producers must monitor ammonia levels at least weekly by taking measurements at the height of the birds' heads and implement practices to maintain ammonia levels below 20 ppm. When ammonia levels exceed 20 ppm, producers must implement additional practices and additional monitoring to reduce ammonia levels below 20 ppm. Ammonia levels must not exceed 25 ppm.

6.8 How often do you monitor ammonia levels? (must be at least weekly)

- Daily
- Weekly
- Other (specify):

6.9 If ammonia levels exceed 20 ppm, what additional practices and monitoring do you implement to reduce ammonia levels to below 20 ppm and ensure levels do not exceed 25 ppm?

LIGHTING

For layers and all other fully feathered birds, artificial light may be used to prolong the day length, to provide up to 16 hours of continuous light per 24-hour period (i.e., minimum of 8 hours of continuous darkness per 24-hour period). Artificial light intensity should be lowered gradually to encourage hens to move to perches or settle for the night. Artificial light spectrum may not be manipulated to increase feed intake and growth rate.

6.10 Is day length regulated using artificial light?

- No
- Yes (Answer questions a & b below)

a) How many hours of continuous light are provided?

b) What is your process for decreasing light to encourage birds to settle for the night?

6.11 How do you ensure birds are provided year-round access to direct sunlight, including during periods of temporary confinement?

BEDDING/SCRATCH & DUST BATHING AREAS

All birds must have access to areas in the house that allow for scratching and dust bathing, except, that mobile housing may meet this requirement when paired with outdoor space that provides birds with areas for scratching and dust bathing. Litter must be provided and maintained in a dry condition in the house.

6.12 What type of bedding is used by your operation?

- Organic roughages (e.g. hay or straw) – organic certificate must be available at inspection
- Non-roughages (e.g. sawdust, wood shavings) – must be free of prohibited materials
- Other (specify):

6.13 Do you provide areas for birds to scratch and dust bathe?

- N/A – mobile housing and scratch/dust bathing provide for in outdoor space
- No
- Yes

a) If yes, describe your process for ensuring litter is kept dry:

6.14 How often is the house cleaned?

Note: All input materials used for cleaning must be on Materials Used Form

Materials Used Form attached

6.15 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

6.16 Do you use lumber treated with arsenate or other prohibited substances that has contact with organic poultry?

Note: Lumber treated with arsenate or other prohibited substances may not be used for new installations or for replacement purposes where it contacts livestock.

- No (Skip to question 6.17)
- Yes (Answer questions a & b below)

a) Treated Lumber: Complete the table with treated lumber that has livestock contact. Treated lumber that has soil and crop contact (and may also have livestock contact such as fences post or shade structures in outdoor areas, feed storage) should be included on the OSP Crops, as applicable.

Use (barn, feed containers/troughs, etc.)	Location(s)	Date Installed

b) For new installations or replacements, how do you prevent contact with livestock?

OUTDOOR AREA DESCRIPTION

Producers must provide outdoor areas designed to promote and encourage outside access for all birds on a daily basis. At least 75% of the outdoor area must be soil with vegetative cover that is appropriate for the season, climate, geography, species of livestock and stage of production. The following outdoor stocking densities are required:

- Layers: ≥ 1 sq. ft per 2.25 lbs. or ≥ 3 sq. ft per bird
- Pullets: ≥ 1 sq. ft per 3.0 lbs. or ≥ 1.7 sq. ft per bird
- Broilers: ≥ 1 sq. ft per 5.0 lbs. or ≥ 2 sq. ft per bird

6.17 At what age/stage of development do birds have access to the outdoors?

6.18 How does your operation promote/train birds to go outdoors?

6.19 What type of surface(s) is the outdoor area? (Check all that apply)

- Grass or other vegetation (*outdoor area must include vegetative cover*)
- Bare soil
- Concrete
- Gravel/shale
- Other (specify):

6.20 Is your outdoor area fenced?

- No
- Yes

a) If yes, is fencing installed prior to bird placement?

- Yes
- No, explain:

6.21 Describe the vegetative cover of your outdoor area. What varieties of plants and cover are growing in the outdoor area and how does it fluctuate throughout the year?

6.22 How do you manage vegetative cover such that it does not provide harborage for rodents and other pests?

6.23 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

6.24 Outdoor Area Specifications: Complete the table below for all outdoor areas provided to your birds.

Name/ID of Outdoor Access Area	Production Group	% Vegetative Cover ≥ 75% must be soil with vegetation	Outdoor Area Dimensions and Total Square Feet	Number of Birds	Outdoor Stocking Density
<i>Example: ODA #1</i>	<input checked="" type="checkbox"/> Layers <input type="checkbox"/> Turkeys <input type="checkbox"/> Broilers <input type="checkbox"/> Other (specify):	75%	30' x 100' 3000 sq ft	1000	3 sq ft / bird
	<input type="checkbox"/> Layers <input type="checkbox"/> Turkeys <input type="checkbox"/> Broilers <input type="checkbox"/> Other (specify):				
	<input type="checkbox"/> Layers <input type="checkbox"/> Turkeys <input type="checkbox"/> Broilers <input type="checkbox"/> Other (specify):				
	<input type="checkbox"/> Layers <input type="checkbox"/> Turkeys <input type="checkbox"/> Broilers <input type="checkbox"/> Other (specify):				
	<input type="checkbox"/> Layers <input type="checkbox"/> Turkeys <input type="checkbox"/> Broilers <input type="checkbox"/> Other (specify):				

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

Temporary Confinement

This is defined at §205.2 as “occurring for a limited time only (e.g., overnight, throughout a storm, during a period of illness, the period of time specified by the Administrator when granting a temporary variance), not permanent or lasting.”

6.26 Complete the table to describe whether animals are confined for the reasons below.

Allowed Reasons for Temporary Confinement	Production Group/Type of Bird	Duration of Confinement	Specific Reason
<input type="checkbox"/> Inclement weather <i>(e.g. temperatures < 32° or > 90°)</i>			
<input type="checkbox"/> Animals' stage of life <i>(e.g. first 4 weeks for broilers, first 16 weeks for pullets, until fully feathered for species other than chickens)</i>			
<input type="checkbox"/> Health, safety, or well-being of the animals			
<input type="checkbox"/> Risk to Soil and Water			
<input type="checkbox"/> Healthcare <i>(does not include egg laying nor various stages of life)</i>			
<input type="checkbox"/> Sorting and Shipping of Livestock			
<input type="checkbox"/> Nest box training <i>(not to exceed 5 weeks over the life of the bird)</i>			
<input type="checkbox"/> 4-H <i>(1 week before demonstration, through event and 1 day after)</i>			

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

6.28 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. Additionally, operations must have written plans for prompt, humane euthanasia for sick or injured livestock suffering from irreversible disease or injury.

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"/> Vaccinations |
| <input type="checkbox"/> Isolate diseased animals | <input type="checkbox"/> Nutritional supplements Probiotics |
| <input type="checkbox"/> Culling | <input type="checkbox"/> Homeopathy |
| <input type="checkbox"/> Good ventilation in housing | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Good sanitation | |
| <input type="checkbox"/> Access to outdoors | |
| <input type="checkbox"/> Dry bedding | |
| <input type="checkbox"/> Good quality feed | |
| Pasture Rotation | |

7.2 Average mortality per flock:

7.3 How do you monitor the effectiveness of your healthcare management (i.e. what specifically do you look for in your flocks to tell if they are in good health or poor health)? (Check all that apply):

- Egg production
 Eating and drinking
 Lameness
 Feather condition
 Average mortality rates
 Other (specify):

7.4 Describe your plan for timely and appropriate treatment, when lameness is detected:

7.5 Describe your plan for determining causes of lameness on your operation and mitigating against causes (once identified):

7.6 How do you record incidents of illness/injury and applied treatments?

- Calendar
- Journal
- Individual animal health record
- Daily treatment record
- Other (specify):

7.7 When organic-allowed and restricted treatments are not enough to restore health, do you use prohibited treatments?

7.8 How often do you conduct healthcare and lameness monitoring?

- Weekly
- Monthly
- Annually

- As needed
- Other (specify):

PARASITE CONTROL

Operations must have comprehensive plans to minimize parasite problems in livestock, including preventive measures such as pasture management, fecal monitoring, and emergency measures in the event of a parasite outbreak.

7.9 How do you prevent internal and external parasites on your operation? (Check all that apply):

- Pasture / Outdoor area management
- Fecal monitoring
- Monitoring body condition
- Use of parasiticides (allowed when preventative measures aren't effective)
- Manure / litter management
- Pasture rotation
- Other (specify):

7.10 How frequently are the preventative measures listed above performed?

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

7.11 Should the preventative measures listed above fail, do you use synthetic parasiticide as an emergency measure in the event of a parasite outbreak?

- Yes and listed on Materials Used Form
- No

FLY CONTROL

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

- Not a problem

PREDATOR CONTROL

7.13 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

Physical alterations may be performed for identification purposes or the safety of the animal. Physical alterations must be performed at a young age for the species, in a manner that minimizes stress and pain, and by a person capable of performing the physical alteration in a manner that minimizes stress and pain.

The following physical alterations are prohibited: de-beaking, de-snooding, caponization, dubbing, toe clipping of chickens, toe clipping of turkeys unless with infra-red at hatchery and beak trimming after 10 days of age.

7.14 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 Euthanasia section)

Physical Alteration	Animal's Age	Method	Who Performs Alteration

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 (Required for surgical procedures as appropriate and must list on Materials Used Form)
- Use of handling techniques that minimize stress
- Use of clean equipment/tools/supplies
- Other (specify):

7.15 How do you record incidents of illness/injury and applied treatments?

- Calendar
- Journal
- Individual animal health record
- Daily treatment record
- Other (specify):

7.16 When organic-allowed and restricted treatments are not enough to restore health, do you use prohibited treatments?

EUTHANASIA

7.17 Describe your plan to conduct prompt, humane euthanasia for sick or injured animals, including method of euthanasia:

7.18 Are livestock carefully examined to ensure they are dead following euthanasia procedure?

- Yes
- No

7.19 How are carcasses disposed of?

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/manage?

- Not used (Skip to Section 9)
 Liquid
 Semi-solid/piled
 Fully composted (Complete Compost Information Request Form)

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 How do you manage/reduce runoff from manure applications to prevent contamination? Include how it is incorporated, if it is spread on bare or covered ground, water source setbacks, application rates, etc.:

8.6 How many acres of land do you have available for manure application?

8.7 Describe how you monitor the effectiveness of your manure management plan:

8.8 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
- treating organic livestock
- loading or unloading organic livestock at uncertified locations

9.1 Is your operation responsible for transport of organic animals to and/or from your operation (i.e. transporting yourself or arranging for and having oversight over transport)? (Check all the that apply)

- N/A, animals are never transported to or from my operation while under my ownership (Skip to Section 10)
- I transport organic animals (Skip to question 9.2)
- I contract transport of organic animals (Answer questions a-c below)

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

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

- Yes. Organic certificate attached.
- No

c) Describe any activities that livestock transporters/haulers you use engage in regarding your livestock beyond transportation (e.g. brokering or facilitating trade, applying animal identification, etc.):

- N/A (transportation only)

9.2 Describe the reason(s) animals are transported:

9.3 Describe how livestock are identified as organic during transport:

a) Is this identification traceable and preserved for the duration of transport?

Yes

No, explain:

9.4 Does time on the transport vehicle ever exceed 8 hours from load time (of all animals)?

No

Yes

a) If yes, what is your plan to maintain organic management and animal welfare (i.e. feed and water provided)?

9.5 Are animals provided feed and/or water during transport? This includes feed and water provided by third-party transporters.

(Check all that apply):

No feed or water provided (Skip to question 9.6)

Yes feed provided (Answer question a below)

Yes water provided (Answer question b below)

a) If feed is provided, how do you ensure animals are provided with certified organic feed during transport?

b) If water is provided, describe any additives used.

9.6 How do you ensure that livestock are fit for travel prior to loading (i.e. seriously crippled and non-ambulatory animals are not transported)?

9.7 How do you ensure that the mode of transportation protects animals against cold and heat stresses? (Check all that apply):

Proper ventilation

Climate control

Timing of transport

Protection from the elements

Other (specify):

9.8 Is bedding provided during holding or transport?

- No
- Yes

a) If yes, describe bedding materials:

9.9 Describe your plans to address possible animal welfare problems or emergencies that might occur during transport:

9.10 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

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, at a slaughter facility, or sell live animals as organic for slaughter.
(Skip to Auction questions in this 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 or to a broker?

- No
 Yes, to a slaughter facility
 Yes, to a broker

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

10.2 Do you slaughter animals on-farm for sale as organic?

- Yes (Complete an OSP Processor/Handler and a Slaughter Facility OSP Supplement)
 No

10.3 Do you have your animals slaughtered at a certified organic slaughter facility and returned to you for sale as organic?

- Yes
 No

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

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

- Yes (Answer questions a and b below)
 No (Skip to AUCTION Section)

a) If yes, where are organic meat products being sold (e.g. farmers market, direct to consumer, stores, etc)?

b) If yes, how are organic meat products stored by your operation after slaughter?

- N/A. No organic meat products stored.

AUCTION

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

Auction facilities are required to be certified.

10.5 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 What type of egg packing do you do? (Check all that apply)

- 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 livestock or livestock products are produced, and/or stored, including but not limited to feed storage areas, inside egg storage, inside house/barn, or outdoor access areas (if animals have potential access).

12.1 Check which facilities you use for your organic livestock:

- N/A. I have no buildings/facilities that are used for any portion of my organic operation (Skip to section 13)
- Feed storage area (bin, silo, barn, shed, etc.)
- Livestock housing
- Egg storage
- Outdoor access areas (if animals would have potential access to the pest control material)

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. (*Note: 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.

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, flock identification, etc. to link incoming livestock (hatch date or acquisition of animals) or products/inputs from initial purchasing by your operation, through all production steps and then to final sale or distribution. Records used in an audit trail include and are not limited to purchase invoices, hatch 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.)
- Parasite monitoring
- Lameness monitoring
- Ammonia monitoring
- Treatment records (including euthanasia treatments and physical alterations)
- Vaccination records
- Healthcare 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 (including demonstration that transport times are not detrimental to animal welfare)
- 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 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 labels must:

- Identify the ingredients as organic in the ingredient statement (except for single ingredient products)
- 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 recordkeeping 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 operation's 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):

- | | |
|---|---|
| <input type="checkbox"/> Storage/Warehousing* | <input type="checkbox"/> Licensed customs brokering (as defined per 19 CFR 111.1) |
| <input type="checkbox"/> Brokering* | <input type="checkbox"/> Logistics brokering (e.g. freight forwarding) |
| <input type="checkbox"/> Wholesaling* | <input type="checkbox"/> Transporting |
| <input type="checkbox"/> Distributing* | |
| <input type="checkbox"/> Trading* | |
| <input type="checkbox"/> Other (specify)*: <input style="width: 500px; height: 20px;" type="text"/> | |

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)

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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
- I 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 monitor 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):

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

- Weekly
- Monthly
- Annually
- As needed

Other (specify):

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

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

- 17.1 Describe your biosecurity protocols for on-site inspections (i.e. protective clothing, 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 any additional considerations 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 organic certification per 205.403(b)(2). Certified organic operations should be prepared to provide on-site access for unannounced inspections as soon as possible and always within 4 hours of notification. Failure to do so may be seen as inspection refusal, which can result in a noncompliance. (§205.400(c) and NOP 2609 section 4.1.9)

- 17.3 Describe any additional consideration for allowing remote/virtual access to your operation for the purposes of completing an unannounced inspection:

NOTE: Remote/virtual unannounced inspections are conducted at the discretion of PCO and do not replace the requirement that all operations MUST be prepared to provide on-site access for unannounced inspections. All persons that are authorized to complete an unannounced inspection (including a remote records check) must be included as a contact for your operation, as noted on your OSP General Info Form or Annual Update.

N/A, I am unable to provide access for unannounced inspections using remote/virtual methods.

[Empty box for additional comments]