

# Rhode Island Certified Organic Farm Plan Questionnaire

Please fill out this questionnaire if you are requesting organic farm/crop certification. Use additional sheets if necessary. You must submit farm maps (if not on file) and field history sheets with this form. Attach all other supporting documents (soil, tissue or water tests, rented or recently purchased land histories, etc.). This form may be used for annual updates.

SECTION 1: General Information				NOP Rule 205.401	
Name		Farm		Type of Farm/Crops	
Address			City		<b>For Office Use Only</b>
State			Zip code		Date
Phone		Fax E-mail		Received	
Legal Status: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> Corporation <input type="checkbox"/> Legal Partnership (federal form 1065) <input type="checkbox"/> Other-specify: _____				Do you understand current organic standards? <input type="checkbox"/> yes <input type="checkbox"/> no	
Do you plan to export/import organic products to/from foreign countries? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, specify country(ies) and whether export and/or import: _____ And contact RIDEM for additional requirements for conducting international export and import.					
List all crops or products requested for certification.					
Have you previously applied for organic certification from a certifier other than RIDEM? <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> Not applicable					
Previously received organic certification? <input type="checkbox"/> yes <input type="checkbox"/> no					
Withdrawn an application prior to receiving organic certification? <input type="checkbox"/> yes <input type="checkbox"/> no					
Surrendered organic certification voluntarily? <input type="checkbox"/> yes <input type="checkbox"/> no					
Received a denial, suspension or revocation of organic certification? <input type="checkbox"/> yes <input type="checkbox"/> no					
If yes to any of the above, specify the name(s) of the certifying agent(s) to which application was made, the year(s) of application, and the outcome of the application(s) submission:					
<i>Submit as an attachment to your application a copy of any adverse action(s) and noncompliance notice(s) you received as noted above, including a description of the actions taken to correct noncompliance(s), and evidence of correction including notice(s) of resolution of noncompliance(s).</i>					
Do you intend to certify any of the following products this year? <input type="checkbox"/> hydroponic/aquaponic crops <input type="checkbox"/> livestock (slaughter stock, dairy, or layers) <input type="checkbox"/> mushrooms <input type="checkbox"/> apiary products					
Do you have any off-farm or on-farm processing done? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, describe:					
And please contact the Division of Agriculture for information on whether organic handling/processing certification is required.					
Give directions to your farm for the inspector.					

Return this form to: RI DEM Division of Agriculture and Resource Marketing  
Organic Certification Program  
235 Promenade Street  
Providence, RI 02908

**SECTION 2: Farm Plan Information**

**NOP Rule 205.201(a) and 205.202(a) and (b)**

*Please complete the table below and attach updated field history sheets that show all fields, [organic (O), in transition (T) or conventional (C)], field numbers, acres, crops planted, projected yields and inputs applied. The acreages listed in this table must equal field histories and maps. Pastures are considered a crop and must be listed on each form. At least 36 months of histories are required for all fields.*

CROPS REQUESTED FOR CERTIFICATION	FIELD OR GREENHOUSE NUMBERS	TOTAL AREA PER CROP	PROJECTED YIELDS

**Have you managed all fields for 3 or more years?** yes  no If no, you must submit signed statements from the previous manager stating the use and all inputs applied for the previous three years on all newly rented or purchased fields.

**Are all fields requested for certification located at the main farm address listed in section 1?**  yes  no

**Complete this information for main farm address and each parcel that is in a separate location from the main farm address.**

FIELD OR GREENHOUSE NOS.	PARCEL ADDRESS/ LEGAL DESCRIPTION	NO. ACRES ORGANIC/ TRANSITIONAL/CONVENTIONAL			RENTED (R)/ OWNED (O)
		O	T	C	

**SECTION 3: Seeds and Seed Treatments**

**NOP Rule 205.204**

*NOP Rule requires the use of organically grown seeds, unless the variety is not commercially available. If using non-organic seeds, you must have records of your attempts to source organic seed. Synthetic seed treatments are prohibited unless included on the National List. Genetically engineered/modified (GMO) seeds and inoculants are prohibited in organic production. NOP Rule uses the phrase "excluded methods" to refer to GMO products. Please save all seed and inoculant labels, documentation of commercial unavailability of organic seeds, and non-GMO statements to show the inspector.*

List all seeds used or planned for use in the current season, including seeds planted previously on proposed organic fields. Check the appropriate boxes and provide other information as needed. Attach additional sheet if necessary.

No seeds used     All seeds are organic     Some Non-Organic seed used     No GMO seeds purchased/planted

SEED/VARIETY/BRAND	ORGANIC (✓)	UNTREATED (✓)	TREATED (✓)	GMO (✓)	TYPE/BRAND OF TREATMENT:		IF NON-ORGANIC, DESCRIBE REASON FOR USE AND ATTEMPTS TO OBTAIN ORGANIC/UNTREATED SEED
					FUNGICIDE/ INSECTICIDE	INOCULANT/ PELLETING	

**SECTION 4: Source of Seedlings and Planting Stock**

**NOP Rule 205.204**

*Annual seedlings must be produced according to organic standards. Non-organic perennial plants (planting stock) must be managed organically for at least one year prior to harvest of crop or sale of the plant as certified organic planting stock. Annual seedlings used must be certified organic, and certified organic planting stock must be used if commercially available. Nonorganically produced annual seedlings may be used to produce an organic crop only when a temporary variance has been granted in accordance with §205.290(a)(2). Seeds, annual seedlings, and planting stock treated with prohibited substances may be used to produce an organic crop only when the application of the materials is a requirement of Federal or State phytosanitary regulations.*

A. DO YOU PURCHASE ANNUAL SEEDLINGS?\*  yes  no  Not applicable  
*\*Annual seedling is a plant grown from seed that will complete its life cycle or produce a harvestable yield within the same crop year or season in which it was planted. Planting stock should not be listed here; list planting stock in Section 4D.*

Who are the suppliers of the annual seedlings?  
 Are the annual seedlings certified organic?  yes  no If yes, by which agent(s)?  
 Do you purchase non-organic annual seedlings?  yes  no If yes, describe reason(s):

B. IF YOU GROW ORGANIC SEEDLINGS ON-FARM:  Not applicable

What type and size are your greenhouse(s)?  
  
 Do you raise:  
     \_\_ potted plants                      \_\_ crops planted in containers or bags  
     \_\_ seedlings                              \_\_ crops planted directly in the ground  
 If treated wood is used in any part of your greenhouses, where is it used?

List all soil mix ingredients, fertility products, foliar sprays, pest and disease inputs used or planned for use in your organic greenhouse operation. ATTACH LABELS OR HAVE LABELS AVAILABLE FOR INSPECTION.

PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION	CHECK IF GMO (✓)

**What equipment do you use in your watering system?**

**How do you prevent seedling diseases and/or insect problems?**

**C. IF YOU GROW BOTH ORGANIC AND NON-ORGANIC PLANTS IN YOUR GREENHOUSE:**  Not applicable

**What organic and non-organic crops are grown?** List varieties if the same organic and non-organic crops are grown (parallel production).

**How do you separate and identify organic and non-organic growing areas?**

**How do you label organic and non-organic seedlings/plants?**

**List all soil mix ingredients, fertility products, foliar sprays, water system additives, pest and disease inputs used or planned for use in your non-organic greenhouse operation. ATTACH LABELS OR HAVE LABELS AVAILABLE**

PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION	CHECK IF GMO (✓)

How do you prevent commingling of organic and non-organic seeds and soil mixes?

Where do you store inputs used for non-organic production?

How do you prevent drift of prohibited materials through ventilation and/or watering systems?

How do you clean seedling containers and equipment?

D. PLANTING STOCK\* (SEED POTATOES AND THE LIKE): (Use additional sheets if necessary)  Not applicable

*\*Planting stock is any plant or plant tissue other than annual seedlings but including rhizomes, shoots, leaf or stem cuttings, roots, or tubers, used in plant production or propagation.*

All Planting Stock is Organic  Some Non-Organic Planting Stock is Used  No GMO Planting Stock Purchased/Planted

TYPE	PLANTING STOCK SOURCE	ORGANIC (✓)	NON-ORGANIC (✓)	TREATED (SPECIFY TREATMENT) (✓)	GMO (✓)	IF NON-ORGANIC, DATE PLANTED	IF NON-ORGANIC, EXPECTED HARVEST DATE	IF NON-ORGANIC, DESCRIBE REASON FOR USE AND ATTEMPTS TO OBTAIN ORGANIC/UNTREATED PLANTING STOCK

**SECTION 5: Soil and Crop Fertility Management**

**NOP Rule 205.203 and 205.205**

*NOP Rule requires active management to build soil fertility, manage plant nutrients, protect natural resources, and prevent soil erosion. A diversified crop rotation is required. All fertility inputs must be approved. A "restricted" input refers to an approved material on the National List which has a specific annotation for its use (see NOP Rule 205.601(j)(1-8), (k) and 205.602(g) and (h). If you use a "restricted" material, you must provide evidence of how you address the material's annotation. Under NOP Rule 205.201(a)(3), the operator must monitor fertility practices and procedures to verify that the organic plan is effectively implemented.*

*Plant and animals materials (manure, compost, and uncomposted plant materials) must be managed so that they do not contribute to contamination of crops, soil, and water by plant nutrients, pathogenic organisms, heavy metals, or residues of prohibited substances.*

**A. GENERAL INFORMATION**

What are your soil types?

What are your soil/nutrient deficiencies?

No deficiencies

How do you monitor the effectiveness of your fertility management program?  soil testing  microbiological testing  
 tissue testing  observation of soil  observation of crop health  comparison of crop yields  crop quality testing  
 other (specify)

Attach copies of available test results and when required by NOP Standards.

How often do you conduct fertility monitoring?  weekly  monthly  annually  as needed  other (specify)

Rate the effectiveness of your fertility management program:  excellent  satisfactory  needs improvement  
 What changes do you anticipate?

**What are the major components of your soil and crop fertility plan?**

- crop rotation  green manure plowdown/cover crops  interplanting  incorporation of crop residues  subsoiling
- summer fallow  compost  on-farm manure  off-farm manure  soil amendments  side dressing
- foliar fertilizers  biodynamic preparations  soil inoculants  other (specify)

List all fertility inputs used or intended for use in the current season on proposed organic and transitional fields. All inputs used during the current year and previous three years must be listed on your Field History Sheet.  Not applicable

PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	NUMBER OF APPLICATIONS PER YEAR	REASON/CONDITIONS FOR USE

If you use or plan to use restricted (R) fertility inputs, how do you comply with the "annotation"?  Not applicable

If you use fertilizers with high salt content (sodium nitrate, potassium sulfate, etc.), how do you prevent salt buildup?  Not applicable

Do you burn crop residues?  yes  no If yes, please describe what materials are burned and why.

Do you apply sewage sludge to fields?  yes  no If yes, list fields where applied.

**B. COMPOST USE. NOP RULE 205.203(c)(2) requires that compost containing manure or animal products must have an initial C:N ratio of between 25:1 and 40:1 and maintain temperatures between 131°F and 170°F for a specific number of days, depending on the method of composting. Keep a compost production record to verify compliance.**

List all compost ingredients/additives.

What composting method do you use?  in-vessel  static aerated pile  windrows  other (specify)

What is your C:N ratio?

Do you monitor temperature?  yes  no If yes, what temperature is maintained?

How long is this temperature maintained?

If compost is windrowed, how many times are materials turned?

List sources and amounts of off-farm produced compost to be used:

**C. MANURE USE. NOP RULE 205.203(c)(1) requires that raw manure must be fully composted unless applied to fields with crops not for human consumption or incorporated into the soil 120 days prior to harvest for crops whose edible portion has direct contact with the soil, or 90 days prior to harvest for all other crops for human consumption.**

What forms of manure do you use?  none  liquid  semi-solid  piled  fully composted  pelleted  
 other (specify)

What type of crops do you grow (check all that apply)?

- crops not used for human consumption
- crops for human consumption whose edible portion has direct contact with the soil
- crops for human consumption whose edible portion does not have direct contact with the soil

If you grow crops for human consumption and use raw manure, complete the following table. If composting manure, please fill out Section B above.

CROPS (S)	FIELD NUMBERS	DATE MANURE IS APPLIED	EXPECTED DATE OF HARVEST



What is the source of the manure you use?  on-farm  off-farm

List all sources of off-farm manure.

List all manure ingredients/additives.

If you use off-farm sources of manure, what are the potential contaminants (pit additives, feed additives, heavy metals, etc.) from these sources? *Attach residue analysis/additive specifications of off-farm manure if available.*

**D. NATURAL RESOURCES AND BIODIVERSITY CONSERVATION.** NOP Rule 205.200 AND 205.203(a) *requires that production practices must maintain or improve the natural resources of the operation, including soil and water quality. Practices must minimize erosion. Depending on certifying agent policy, water tests may be required for nitrate and coliform bacteria if water is used for washing/processing organic products or for organic livestock. Irrigation water should not contaminate organic crops with prohibited materials. Methods to conserve water usage should be part of the irrigation plan.* Section 205.2 of the regulations defines “natural resources of the operation” as the “physical, hydrological, and biological features of a production operation, including soil, water, wetlands, woodlands, and wildlife.” “Organic production” is defined as a “production system that is managed to respond to site-specific conditions by integrating cultural, biological and mechanical practices that foster cycling of resources, promote ecological balance, and conserve biodiversity.” For examples and resources see NOP 5020 Guidance-Natural Resources and Biodiversity Conservation.

What conservation practices are used?  terraces  contour farming  strip cropping  under-sowing/inter-planting  
 winter cover crops  conservation tillage  permanent waterways  windbreaks  firebreaks  tree lines  
 retention ponds  riparian management  maintaining wildlife habitat  use or promotion of beneficial organisms  
 support native species and habitat  minimizing invasive species  promoting crop diversity  grazing rotation (if applicable)  
 limit livestock access to waterways (if applicable)  re-seed pasture (if applicable)  other (specify)

What soil erosion problems do you experience (why and on which fields)?

Describe your efforts to minimize soil erosion problems listed above.

Describe how you monitor the effectiveness of your conservation program.

How often do you conduct conservation monitoring?  weekly  monthly  annually  as needed  
 other (specify)

**WATER USE:**  none  irrigation  livestock  foliar sprays  washing crops  greenhouse  other (specify)

**Source of water:**  on-site well(s)  river/creek/pond  spring  municipal/county  irrigation district  other (specify)

**Name of municipal/irrigation district.**

*Attach current water tests for coliform bacteria and nitrates per certifying agent policy.*

**Type of irrigation system:**  none  drip  flood  center pivot  other (specify)

**What input products are applied through the irrigation system?**  none

**What products do you use to clean irrigation lines/nozzles?**  none

**Is the system shared with another operator?**  Yes  No **If yes, what products do they use?**

**Is the system flushed and documented between conventional and organic use?**  Yes  No

**What practices are used to protect water quality?**

- fencing livestock from waterways  scheduled use of water to conserve its use  tensiometer/monitoring  
 laser leveling/land forming  drip irrigation  micro-spray  other (specify)

**List known contaminants in water supplies in your area.** *Attach residue analysis and/or salinity test results if available.*

**What water contamination problems do you experience (why and where)?**

**Describe your efforts to minimize water contamination problems listed above.**

**Describe how you monitor the effectiveness of your water quality program.**

**How often do you conduct water quality monitoring?**  weekly  monthly  annually  as needed

other (specify)

**SECTION 6: Crop Management**

**NOP Rule 205.205, 205.206**

*NOP Rule requires a crop rotation plan that maximizes soil organic matter content, prevents weed, pest, and disease problems, and manages deficient or excess plant nutrients. Your crop rotation may include sod, cover crops, green manure crops, and catch crops. Producers must utilize sanitation measures to remove disease vectors, weed seeds, and habitat for pests. Cultural practices, including selection of plant species and varieties adapted to site-specific conditions, must be used to enhance crop health.*

*Approved synthetic materials on the National List 205.601 may only be used when management practices are insufficient to prevent or control problems. All weed, pest, and disease inputs must be approved. A "restricted" input has specific annotations for its use. If you use a "restricted" material, you must provide evidence of how you address the material's annotation.*

**A. CROP ROTATION PLANS** (use one line for each rotation used):

CROP ROTATION PLAN	FIELD NOS. WHERE PLAN IS FOLLOWED	ANTICIPATED CHANGES

**B. WEED MANAGEMENT PLAN:**

No weed problems

What are your problem weeds?

What weed control methods do you use?

- crop rotation  
  field preparation  
  prevention of weed seed set  
  delayed seeding  
  monitoring soil temperature  
 soil sterilization  
 use of fast emerging varieties  
 mechanical cultivation  
 use of hand tools  
 hand weeding  
 mowing  
 livestock grazing  
 flame weeding  
 steam weeding  
 electrical  
 smother crops  
 black fallow  
 non-synthetic mulch  
 synthetic mulch  
 corn gluten  
 soap-based herbicides  
 other (specify)

Do you keep a record of how often you utilize these weed control methods, i.e., dates and fields when you cultivate or flame weed, scout or apply inputs to a specific field?  yes  no

*NOP Standard 205.103 requires recordkeeping of all activities in sufficient detail as to be readily understood and audited.*

If you use plastic or other synthetic mulches, is the mulch removed at the end of the growing or harvest season?

yes  no If no, why not?

If you use corn gluten, is the corn genetically modified?  yes  no If no, what verification do you have?

If you use newspaper or other recycled paper for mulch, do you use paper with glossy or colored inks?  yes  no

List all weed control products used or intended for use in the current season on organic and transitional fields. All inputs used or intended for use during the current year and in the previous three years must be listed on your Field History Sheet.

Not applicable

PEST PROBLEM	CONTROL PRODUCT	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION	CHECK IF GMO (✓)

Rate the effectiveness of your weed management program:  excellent  satisfactory  needs improvement

What changes do you anticipate?

How do you monitor the effectiveness of your weed management program?  weed counts  observation of weed types

observation of crop health  comparison of crop yields  records kept of observations/counts

other (specify)

How often do you conduct weed monitoring?  weekly  monthly  annually  as needed  other (specify)

**C. PEST MANAGEMENT PLAN:**

No pest problems

What are your problem pests?

insects (list)

rodents  gophers  birds  other animals:

Do you work with a pest control advisor?  yes  no If yes, give name and contact information.

**What strategies do you use to control pest damage to crops?**

None

- crop rotation    selection of plant species/varieties    development of habitat for natural enemies    timing of planting
- companion planting    frog ponds    bat houses    bird houses    hand picking    monitoring
- trap crops    physical barriers    physical removal    traps    lures    IPM    insect repellents
- animal repellents    release of predators/parasites of pest species    use of approved products
- use of restricted products    limited use of prohibited products    other (specify)

**Do you keep a record of how often you utilize these pest control methods, i.e., dates when you scout or apply inputs to a specific field or crop?**    yes    no

*NOP Standard 205.103 requires recordkeeping of all activities in sufficient detail as to be readily understood and audited.*

**List all pest control products used or intended for use in the current season on organic and transitional fields. All inputs used or intended for use during the current year and in the previous three years must be listed on your Field History Sheet.**

Not applicable

PEST PROBLEM	CONTROL PRODUCT	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION	CHECK IF GMO (✓)

**Rate the effectiveness of your pest management program:**    excellent    satisfactory    needs improvement

What changes do you anticipate?

**How do you monitor the effectiveness of your pest management program?**    insect monitoring with traps  
 observation of crop health    comparison of crop yields    crop quality testing    monitoring records kept  
 other (specify)

*Attach copies of your test results.*

**How often do you conduct pest monitoring?**    weekly    monthly    annually    as needed    other (specify)

**D. DISEASE MANAGEMENT PLAN:**

No disease problems

**What are your problem crop diseases?**

**What disease prevention strategies do you use?**

None

- crop rotation    field sanitation    selection of plant species/varieties    timing of planting/cultivating
- plant spacing    vector management    soil balancing    solarization    companion planting    compost/tea use
- use of approved materials    use of restricted materials    limited use of prohibited materials
- other (specify)

**Do you keep a record of how often you utilize these disease control methods, i.e., dates when you scout or apply inputs to a specific field or crop?**  yes    no

*NOP Standard 205.103 requires recordkeeping of all activities in sufficient detail as to be readily understood and audited.*

**List all disease management inputs used or intended for use on your organic and transitional fields/crops.** All inputs used or intended for use during the current year and used in the previous three years must be listed on your Field History Sheet.

Not applicable

DISEASE PROBLEM	CONTROL PRODUCT	STATUS: APPROVED (A); APPROVED-RESTRICTED (R); PROHIBITED (P)	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION	CHECK IF GMO (✓)

**Rate the effectiveness of your disease management program:**  excellent    satisfactory    needs improvement

**What changes do you anticipate?**

**How do you monitor the effectiveness of your disease management program?**  soil testing    microbiological testing

- tissue testing    observation of soil    observation of crop health    comparison of crop yields    crop quality testing
- monitoring records kept    other (specify)

*Attach copies of any test results.*

**How often do you conduct disease monitoring?**  weekly    monthly    annually    as needed    other (specify)

**SECTION 7: Maintenance of Organic Integrity**

**NOP RULE 205.201(a)(5) and 205.202(c)**

**A. ADJOINING LAND USE:**

*NOP RULE requires that organic production areas have distinct boundaries and buffer zones to prevent the unintended application of a prohibited substance or contact with a prohibited substance that is applied to adjoining land not under organic management. Adjoining land includes cropland, pastures, residential property, fallow land, etc. Buffer areas may change annually, depending on contamination potential from adjoining land uses. The width of the minimum buffer is dependent on certifying agent policy. The NOP Rule requires that the buffer must be sufficient in size or other features (windbreaks, diversion ditches) to prevent the unintended contact by prohibited substances applied to adjacent land areas. Crops within the required buffer must be left unharvested or harvested, stored, and disposed of as non-certified crop, with records kept of crop disposition. Indicate buffer zones and show all adjoining land uses on your field maps.*

List specific buffer areas you maintain: (Show all adjoining land uses on your field maps.)  Not applicable

LOCATION/FIELD NUMBERS	TYPE OF BUFFER (CROP LAND, TREELINE, HEDGEROW, WILDLIFE PLANTING, GRASS STRIP)	WIDTH OF BUFFER	ADJOINING LAND USE	IF CROP IS HARVESTED FROM BUFFER, DESCRIBE USE (SALE, NON-ORGANIC LIVESTOCK FEED, SEED, ETC.)

If crops are harvested from the buffer zones with equipment used for harvesting organic crops, what safeguards do you use to protect organic crops from contact with buffer crops?

What additional safeguards do you use to prevent accidental contamination?  None

Written notification to:  highway departments  electric companies  aerial spray companies/airports  
 adjoining landowners  drainage commissions  farm service office  other (specify)

Have you posted signs along roadsides that adjoin organic fields?  yes  no

Do any fields or portions of fields flood frequently (more than once every ten years)?  yes  no

If yes, list field numbers.

How do you monitor for crop contamination?  visual observation  residue analysis  GMO testing  photographs  
 wind direction/speed data  other (specify)

How often do you conduct crop contamination monitoring?  weekly  monthly  annually  as needed  
 other (specify)

Do you grow the same crops organically, as well as in transition, and/or conventionally (parallel production)?  
 yes  no If yes, list specific crop varieties in the next table for both organic and transitional/conventional crops.

**B. PARALLEL PRODUCTION:**

If you grow any conventional or transitional crops, please fill out the following table.

Not applicable

SPECIFIC CROPS/VARIETIES	FIELD NUMBERS	TRANSITIONAL (T) OR CONVENTIONAL (C)	ORGANIC CROP VARIETY	CHECK IF GMO (✓)	TOTAL ACREAGE	PLANNED USE OF CROP (SALE, SEED, NON-ORGANIC LIVESTOCK FEED, ETC.)

**Prohibited soil amendments used on conventional crops:**

PRODUCT NAME	WHO APPLIES? SELF (S) CUSTOM (C)	FIELD NOS. WHERE APPLIED	WHERE STORED? (ON-FARM OR OFF-FARM; WHERE ON FARM?)

**Prohibited herbicides/pesticides used on conventional crops:**

PRODUCT NAME	WHO APPLIES? SELF (S) CUSTOM (C)	FIELD NOS. WHERE APPLIED	WHERE STORED? (ON-FARM OR OFF-FARM; WHERE ON FARM?)

**C. EQUIPMENT:** *To prevent commingling and contamination, all equipment used in organic crop production must be free of non-organic crops and prohibited materials. Equipment used for both organic and non-organic farming must be cleaned and flushed prior to use on organic fields or crops. Keep records of equipment clean and flush activities.*

List equipment used for planting, tillage, cultivation, spraying, and harvesting.

Not applicable

EQUIPMENT NAME	OWNED (O), RENTED (R), CUSTOM(C)	CHECK (✓) IF USED ON BOTH ORGANIC & CONVENTIONAL	HOW IS EQUIPMENT CLEANED BEFORE USE ON ORGANIC FIELDS?



Is your equipment maintained so that fuel, oil and hydraulic fluid do not leak?  yes  no  Not applicable

If you use a sprayer:

What type?

Did you purchase it new or used?

Other equipment: Could any equipment you use have been contaminated by previous uses?  yes  no

If yes, describe:

**D. HARVEST: NOP RULE 205.272(b)(1) and (2) requires that containers, bins, and packaging materials must not contain synthetic fungicides, preservatives, or fumigants. All reusable containers must be thoroughly cleaned and pose no risk of contamination prior to use.**

How are your organic crops harvested?  mechanical  by hand

Are any organic crops custom harvested?  yes  no If yes, provide name and address of custom harvester.

Describe steps taken to protect organic crops from commingling and contamination during harvest.

What containers are used for harvesting?  gravity wagons/boxes  truck boxes  cardboard/waxed boxes  
 wooden totes  plastic containers  other

Are containers new or used?  new  used If used, what did they contain prior to organic use?

Are the containers used for organic crops only?  yes  no

Describe potential contamination or commingling problems do you have with harvest of organic crops.  None

**E. POST-HARVEST HANDLING:**

Not applicable

**NOP Rule 205.201(a)(5) requires that post-harvest handling procedures do not contaminate organic products with non-organic crops or prohibited materials. For on-farm processing, you may need to complete an Organic Processing/Handling Plan Questionnaire.**

Describe your post-harvest handling procedures and equipment:

Is the processing area and equipment used for both organic and non-organic products?  yes  no If yes, describe steps taken to prevent commingling and contamination.

Does packaging present any contamination problems for your organic products?  yes  no If yes, what are they?

Check types of packaging material used:  bulk  paper  cardboard  wood  glass  metal  foil  plastic  
 waxed paper  aseptic  natural fiber  synthetic fiber  other (specify)

In what form are finished products shipped?  dry bulk  liquid bulk  tote bags  tote boxes  paper bags  
 foil bags  metal drums  mesh bags  cardboard drums  cardboard cases  plastic crates  
 other (specify)

**F. CROP STORAGE: Operators must keep organic and non-organic crops in separate storage areas and prevent commingling and contamination. Storage records must be maintained.**

No organic crop storage

**Describe your storage locations.**

STORAGE ID#	TYPE OF CROPS STORED	TYPE OF STORAGE	CAPACITY	ORGANIC (O), TRANSITIONAL (T), BUFFER (B, CONVENTIONAL (C))

**Do you use the same storage areas for organic, transitional, buffer, and/or conventional crops?**  yes  no

If yes, how do you segregate organic crops from non-organic crops?

**How do you clean storage units prior to storage of organic crops?**

**How do you prevent/control insect pests in crop storage areas?**  No insect problems

**How do you control rodents in crop storage areas?**  No rodent problems

**What stored crop inputs have you used in the last three years?**  None

- synthetic fumigants  
  rodenticides  
  sprouting inhibitors  
  ripeners  
  growth regulators  
  preservatives  
  oils  
 coloring agents  
  waxes  
  other (specify)

**Are any stored crop inputs used or planned for use on organic crops?**  yes  no *if yes, specify input and retain labels.*

**G. TRANSPORTATION:**

Not applicable

**Who is responsible for arranging transportation of organic products:**

- self  
  buyer  
  other

**Describe how organic products are transported.**

**What potential contamination or commingling problems do you have with the transport of organic crops?**  None

**What steps are taken to protect the integrity of organic products during transport?**

- dedicated organic only  
  inspecting transport units prior to loading  
  cleaning transport units prior to loading  
 use of Clean Truck Affidavits  
  letter/contract with transport company stating organic requirements  
 other (specify)

**SECTION 8: Record Keeping System****NOP Rule 205.103**

*NOP Rule requires that records disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. Organic products must be tracked back to the field/location where they were produced/harvested. All records must be accessible to the inspector.*

**Which of the following records do you keep for organic production?**

- field maps
- field activity log(s)
- field history sheets (previous three years)
- documentation of previous land use for rented and/or newly purchased land
- input records for soil amendments, seeds, manure, foliar sprays and pest control products (keep all labels)
- documentation of attempts to source organic seeds and/or planting stock
- documentation of organic seedlings
- residue analyses of inputs (i.e., manure sourced off-farm)
- compost production records
- monitoring records (soil tests, tissue tests, water tests, quality tests, observational)
- equipment cleaning records
- harvest records that show field numbers, date of harvest and harvest amounts (including custom harvest records)
- labor records
- storage records that show storage location, storage identification, field numbers, amounts stored, and cleaning activities
- clean transport records
- sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)
- shipping records (scale ticket, dump station ticket, bill of lading)
- Transaction Certificates
- audit control summary
- other (please specify)

*Please have these records available for the inspector.*

**How long do you keep your records?**

**Which of the following records do you keep for conventional production?**

Not applicable

- |   |   |
|---|---|
| <input type="checkbox"/> field maps           | <input type="checkbox"/> labor records    |
| <input type="checkbox"/> field history sheets | <input type="checkbox"/> storage records  |
| <input type="checkbox"/> input records        | <input type="checkbox"/> sales records    |
| <input type="checkbox"/> harvest records      | <input type="checkbox"/> shipping records |
| <input type="checkbox"/> other (specify)      |   |

**Type of Marketing:**

- farmers market    direct to retail    CSA/subscription service    wholesale    on-farm retail  
 bulk commodities to processor    contract to buyer    other (specify)

*If you operate a CSA, attach a copy of your contract.*

**Do you re-sell organic products from other sources?**                       yes    no  
**If yes, specify which products and their sources. Submit an organic certificate for each.**

**Do you plan to use your own organic product labels, signage or advertising?**                       yes    no

**Do you plan to use the seal of the certification agency on organic product labels?**                       yes    no

**Do you plan to use the USDA organic seal on organic product labels?**                       yes    no

**Do you plan to use RIDEM certified organic logo labels or signage?**                       yes    no

***Attach color copies of all organic product labels, signage and marketing information.***

***Note: All organic product labels must be reviewed and approved by the certifier prior to use. Organic product labels for retail use must be compliant with NOP Standards including 205.303(b)(2), which requires that on the information panel, below the information identifying your operation, there must be the phrase "Certified organic by..." followed by the name of the certifier of the product.***

## SECTION 9: Affirmation

I affirm that all statements made in this application are true and correct. No prohibited products have been applied to any of my organically managed fields during the three-year period prior to projected harvest. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the NOP Rule. I understand that acceptance of this questionnaire in no way implies granting of certification by the certifying agent. I agree to follow the NOP Rule.

Signature of Operator \_\_\_\_\_ Date \_\_\_\_\_

I have attached the following documents:

- Maps of all parcels/fields (showing adjoining land use and field identification)
- Field history sheets
- Documentation for fields owned or rented for less than three years, if applicable
- Water test, if applicable
- Soil and/or plant tissue tests, if applicable
- Residue analyses, if applicable
- Input product labels, if applicable
- Organic product labels, if applicable
- CSA contract, if applicable
- Other (specify):

I have made copies of this questionnaire and other supporting documents for my own records.