Need to add land to your certificate?

This guidance applies to operations adding land to an existing certification, not new applicants for organic certification. Land can be added during the regular annual renewal inspection or it may be requested at any time throughout the year. In all cases new land is required to be inspected before it can be added to your certificate.

Make sure that you leave enough time for Oregon Tilth to review your addition documentation, inspect, and complete a final review of your operation. Please note that product cannot be sold, labeled or represented as organic if it is not listed on your organic certificate.

We understand that every circumstance is different and want to provide the best customer service possible - please don't hesitate to contact us with any questions.

Required Documentation:

OTCO has provided a C2 form which will guide you through the required documentation. In order to add new land the following is required:

- Parcel identification (i.e. "John's South 40")
- Parcel location (address, township, range)
- 36 months of land history affirmations including all inputs and crops
- Complete maps of the location including borders and buffers

If you are certifying multiple fields that have adjacent borders they can together be considered one contiguous "parcel", and can be included on one C2 form unless the fields have different land histories. A separate C2 form should be filled out for all non-contiguous parcels which do not border each other, and for any parcels that are not yet eligible for organic (i.e. transitional).

The National Organic Program requires 36 months of no prohibited material applications for organic production. Thus, the signed affirmations must span 36 months of management in order to be eligible for organic production. If confirmation cannot be obtained and you have not had management control for 36 months then land eligibility will begin from the last date of affirmation.

Keep in mind that if you are adding new crops it will sometimes necessitate updates to other sections of your Organic System Plan on file with Oregon Tilth (i.e. crop rotation, inputs, etc.).

Harvest Policy:

For producers that are currently certified and in good standing, crops from new land may be harvested, but not sold or represented as organic, prior to the inspection if all of the following criteria is met:

- The product should stay within the approved locations in the OSP and be adequately segregated with appropriate storage and movement records. Crops may not be fed to organic livestock, or sold as organic.
- Specific to Land Additions: The land acreage must match the amount of harvested product and visually show recent harvest.
- Recordkeeping must be complete and auditable to show organic eligibility.
- Land Addition/product addition paperwork must be complete and submitted prior to Oregon Tilth issuing the certificate.

To reiterate, harvested product may not be sold, labeled or represented as organic until that parcel is formally added to the certificate.

Adding Land during Inspection:

Oregon Tilth does allow land to be added while the inspector is on-site for the annual inspection. Please have as much of the required documentation available as possible. Note that a noncompliance may be issued if complete land eligibility documentation is not received, or the land withdrawn, prior to the completion of the final review.

Fees:

If land is added during the regular renewal process no additional fees are assessed except for inspector time/travel to get to the new site. Land added outside of the renewal process may require an additional inspection, which will be billed accordingly. Therefore, it is preferable to plan ahead and request land with your renewal.

We know that the availability of land can happen quickly and may require an inspection outside of, and in addition to, your annual certification. For these situations, Oregon Tilth does offer an **Expedited Service** program if it is necessary for your operation. Please contact us to learn more about this service.