► Complete this form if you are requesting certification under the Mexico Organic Products Law, the Regulations of the Organic Products Law, the Guidelines for Organic Operations with Agricultural Activities (LOOAA) and its applicable Agreements. Per SENASICA Directive 16/2018 published on August 27, 2018, all operations located in Mexico must comply with the Mexico Organic Products Law. By filling out this form, OTCO will assess compliance to the Mexico Organic Regulations using the US National Organic Program as the base level of compliance.

► Complete applicable sections. For crop production, complete sections 1.1 General Information, 1.2 Plant Production, Storage, and Transportation, 1.5 Labeling, and 1.6 Processing/Handling/Marketing. If applicable, complete sections 1.3 Fungi and 1.4 Wild harvest Crops. For processors, handlers and/or traders, complete sections 1.1 General Information, 1.5 Labeling, and 1.6 Processing/Handling/Marketing. For livestock production complete 1.1 General information, 1.2 Plant Production, Storage, and Transportation, 1.5 Labeling, 1.6 Processing/Handling/Marketing, and 1.7 Livestock.

## 1.1 GENERAL INFORMATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Operation Name:** |  |  **RFC (Taxpayer ID No.):****Please attach a copy of your CSF documentation.**  |  | **Date:** |  |
| 1. Requirements for the Mexico Organic Program are described in the Mexico Organic Products Law, Regulations, the Guidelines for Organic Operation with Agricultural Activities (LOOAA), and its applicable Agreements. All operations must review these requirements.
 | [ ]  Yes, I have reviewed the Mexico Organic Products Law, Regulation, Guidelines and its applicable Agreements.Comments/Questions:       |
| 1. You must maintain a complaint file to address complaints pertaining to your organic practices.

*ISO 17065* | [ ]  Yes, I keep a complaint file. [ ]  No, I do not keep a complaint file.  |
| 1. Are you currently certified as organic with another certification agency and transferring organic certification from a certification agency other than OTCO?
 | [ ]  Yes. Certifier Name:       [ ]  No. Attach most recent certificates, compliance notices and letters from the last certification cycle. |
| 1. Are there any fields that have been managed as organic for less than 3 years?

*LOOAA Articles 10 and 11* | [ ]  Yes. [ ]  No. If yes, do you want request transitional certification (in conversion)? [ ]  Yes. [ ] No.If yes, do you understand that product harvested from this land is not authorized to be labeled, sold, or represented as "organic" (or prefixes including, but not limited to "bio" or "eco") in any form; nor use the associated national organic seals? [ ]  Yes. [ ] No. |
| 1. Do you agree to submit information on any material used in production or processing prior to use and comply with the restrictions listed in annex 1- The National List of Allowed Substances?

*LOOAA Article 20, 166, 200 and 277* | [ ]  Yes. |
| 1. Do you maintain a registration and control system for organic products, including all activities (i.e., postharvest, sanitation program, etc.), on site for review and inspection at all times?

*LOOAA Articles 6, 169 and 246* | [ ]  Yes. [ ]  No. |
| 1. I confirm that my operation will provide required information to OTCO during its annual inspection and when requesting a mid-year Organic Plan update.

*LPO Regulation Article 39* | [ ]  Yes. |

1.2 PLANT PRODUCTION, STORAGE and TRANSPORTATION

|  |
| --- |
| **[ ]**  N/A. No plant production. |
| 1. Does your operation produce crops using hydroponic or aeroponic production methods?

*LOOAA Article 30* | [ ]  Yes. List crops and parcels:      [ ]  No. Production without soil is prohibited; as a result, any crops produced using hydroponic or aeroponic practices cannot be certified. |
| 1. Does your operation produce crops above ground (e.g., in containers)?

*LOOAA Article 5 XV* | [ ]  Yes. List crops and parcels:      [ ]  No. If yes, please provide a technical justification for the use of this practice:      [ ]  Attached.  |
| 1. Do you use sodium nitrate (Chilean nitrate, NaNO3) in your organic crop production?

*LOOAA Article 4* | [ ]  Yes. List crops and parcels:      [ ]  No. The use of sodium nitrate is prohibited. |
| 1. All seed and planting stock used should be organic.

Do you agree to submit information on any non-organic, non-GMO, and untreated (with prohibited substances) seeds or planting stock to OTCO for approval prior to planting?*LOOAA Article 35* | [ ]  Yes. [ ]  No.Operators that would like to use non-organic, non-GMO seeds or planting stock must submit a commercial availability search along with a request for prior authorization by OTCO.  |
| 1. Do you use seeds or planting stock derived from native varieties or hybrids that are adapted to the environmental or cultural conditions of your region?

*LOOAA Article 35* | [ ]  Yes.[ ]  No.  |
| 1. Are chlorinated plastics or PVC used in irrigation pipelines?

*LOOAA Article 51* | [ ]  Yes. [ ]  No. If yes, describe how you ensure that the irrigation pipelines are not exposed to direct sunlight or heat when they contain liquids. Describe:       |
| 1. Are chlorinated plastics or PVC used in any capacity other than in irrigation pipelines (e.g., mulch, soil covers, fibers, hail and insect screens, trays, silage wraps, pipes and irrigation components, nurserhy bags)?

*LOOAA Article 51* | [ ]  Yes. [ ]  No. If yes, describe the use:      Use of PVC and chlorinated plastics in any capacity other than irrigation pipelines is prohibited. |
| 1. Are the organic production units identified and do records include the identification to facilitate traceability?

*LOOAA Article 21* | [ ]  Yes.[ ]  No. If no, please describe your plan to display identify the production and storage areas:       |
| 1. Do you cultivate areas that were originally native jungle or forest?

*LOOAA Article 26* | [ ]  Yes. [ ]  No. If yes, please confirm how you ensure a diversified system of production with at least two plant layers of native species is in place, especially for perennial crops:        |
| 1. Describe how you manage water to conserve and protect the water source without affecting the aquatic or terrestrial flora and fauna?

*LOOAA Article 33* | Describe:       |
| 1. Describe how you manage post-harvest wash water reuse or discharge, and any treatment techniques used.

*LOOAA Article 33* | Describe:      Please list all water treatment substances on your C11-Materials form. |

1.3 FUNGI

|  |
| --- |
| [ ]  N/A. No fungi production. |
| 1. What are the raw materials used in your fungi production?

*LOOAA Article 158* | List:       |
| 1. For specialty mushrooms, in the case that mycelial site or log covers are used to prevent moisture loss, what are they made of?

*LOOAA Article 158* | [ ]  N/A. Site/log moisture prevention covers are not used.[ ]  N/A. I do not produce specialty mushrooms.[ ]  Yes. List:       |
| 1. For specialty mushrooms, in the case that the mycelial site and log covers used to prevent moisture loss are made from recycled wax, what is the origin of the wax?

*LOOAA Article 158* | [ ]  N/A. Site/log moisture prevention covers are not used.[ ]  N/A. I do not produce specialty mushrooms.[ ]  Yes, I use covers made from recycled wax. Origin:       |
| 1. In the case that the fungal species requires a moisture retention cover, is organic material and/or food grade plastic used?

*LOOAA Article 158* | [ ]  N/A. Fungal moisture retention covers are not used.[ ]  Yes. Describe:      [ ]  No. Explain:      Petroleum derivatives such as oil paints and latex are prohibited. |
| 1. Do you ensure that air flow is appropriate for pest & disease management, and do you eliminate blocks affected by pests and diseases?

*LOOAA Article 160* | [ ]  Yes. [ ]  No. Explain:       |
| 1. Does a buffer zone of at least 35 meters from agricultural fields where there is use of prohibited substances?

*LOOAA Article 161* | [ ]  Yes. [ ]  No. Explain:       |
| 1. If your operation uses well, stream, or pond water to soak logs and blocks, does your operation test its water to ensure that nitrate and microbial levels are acceptable for production?

*LOOAA Article 162* | [ ]  N/A. I use municipal water.[ ]  Yes. Attached a copy of the most recent water test.[ ]  No. Explain:      The use of water contaminated with prohibited substances or derived from urban, industrial, or waste treatment processes is prohibited. Nitrate and microbial levels should be in accordance with the parameters established by Mexico NOM-127-SSA1-1994. |
| 1. Is harvest, storage and shipment done in such a way as to preserve the maximum freshness and nutritional quality of the product?

*LOOAA Article 163* | [ ]  Yes. Describe:      [ ]  No. Explain:       |

1.4 WILD HARVEST CROPS

| [ ]  N/A. No wild harvest production. |
| --- |
| 1. Are there any asphalt roads or neighboring cultivation systems using prohibited practices within the harvest area?

*LOOAA Article 56* | [ ]  Yes. [ ]  No. If yes, please confirm that there is no harvesting of products within an established 25-meter protection strip from them:       |
| 1. Attach a valid permit or registration from the Secretariat of Environmental and Natural Resources that allows harvest in the areas outlined in the Organic Plan.

*LOOAA Article 58* | [ ]  Attached Comments:       |

1.5 LABELING

|  |  |
| --- | --- |
| 1. Do you sell organic products in Mexico?

*LOOAA Article 199* | [ ]  Yes.[ ]  No. I engage in export-only production. I do not sell organic products in Mexico. Each organic product export shipment will be labelled with a declaration equivalent to “For Export Only.” |
| 1. Are all non-retail shipments to be sold as organic in Mexico appropriately identified as organic and accompanied by a label or associated document that carries the:
	1. Operator name and address
	2. Certified operator OTCO ID
	3. SENASICA-approved certification agency name and code
	4. Certified organic by OTCO (or similar) statement
	5. A GMO-free statement

This includes, but is not limited to wholesale containers, produce boxes and/or accompanying documents such as BOLs or invoices.*LOOAA Articles 191 and 200-204* | [ ]  N/A, no non-retail organic sales in Mexico.[ ]  Yes. Attached is an example of a standardized generic non-retail label. [ ]  No. Explain your plan to meet this requirement:  |
| 1. Are all retail shipments to be sold as organic in Mexico appropriately identified as organic and accompanied by a label that carries the:
	1. Operator name and address
	2. Certified operator OTCO ID
	3. SENASICA-approved certification agency name and code
	4. Certified organic by OTCO (or similar) statement
	5. A GMO-free statement

This includes, but is not limited to retail packaging, and/or labels.*LOOAA Articles 200-204* | [ ]  N/A, no retail organic sales in Mexico.[ ]  Yes. Attached is an example of each retail label. [ ]  No. Explain your plan to meet this requirement:  |
| 1. Do you plan to use the Mexico national organic seal on any packaging or labels?

*LOOAA Articles 200 and 204* | [ ]  N/A, I do not use packaging or labels to be marketed in Mexico.[ ]  Yes. [ ]  No. ***Written certifier approval is required prior to using the Mexico national organic seal.***  |
| 1. Please confirm that all labels are attached for review and that they comply with the general labeling specifications of the current Official Mexican Standards.

*LOOAA Article 205* | [ ]  N/A, I do not use packaging or labels to be marketed in Mexico.[ ]  Yes. [ ]  No. I will turn them in for review and approval by OTCO prior to use.  |

1.6 PROCESSING/HANDLING/MARKETING

| [ ]  N/A, no processing, handling, marketing, or distribution. |
| --- |
| 1. Are all suppliers, ingredients, and processing aids used for organic products to be sold in Mexico certified to the Mexican Organic Products Law?

*LOOAA Article 164* | [ ]  N/A. I engage in export-only production. I do not sell organic products in Mexico.[ ]  N/A. All ingredients are produced within my organically certified operation.[ ]  Yes. Attach organic certificates. [ ]  No. List non-certified suppliers/ ingredients/processing aids:  |
| 1. Have packaging or containers contained conventional agricultural products, prohibited substances, lead solder or come from excluded methods?

*LOOAA Article 178* | [ ]  N/A. I do not take physical possession of the product. [ ]  Yes. List packaging materials/containers: [ ]  No.  |
| 1. Packaging and containers have preferably been manufactured using materials that in their manufacture, use, and disposal minimize the negative effects on the environment, or have been manufactured with renewable, biodegradable materials or recyclable packaging?

*LOOAA Article 180* | [ ]  N/A. I do not take physical possession of the product. [ ]  Yes.[ ]  No. |
| 1. Are all products handled at locations certified to the Mexico Organic Products Law?

*LOOAA Article 2* | [ ]  N/A. I handle all products and I do not contract third party services. [ ]  Yes. Attach certificates. [ ]  No. List applicable co-packers/locations:  |
| 1. Is a food safety and sanitation plan in place that addresses measures taken to ensure the hygiene of the interior and exterior of all facilities as well as employees?

*LOOAA Article 167* | [ ]  N/A. I do not take physical possession of the product. [ ]  Yes. [ ]  No. Explain:  |
| 1. Are all suppliers of ingredients that are produced outside of Mexico and used for organic products to be sold in Mexico certified to the Mexico Organic Products Law or a standard with a current equivalency agreement with the law?

*LOOAA Article 212* | [ ]  N/A. I engage in export-only production. I do not sell organic products in Mexico.[ ]  N/A. All ingredients are produced within my certified operation.[ ]  Yes. Certified to the Mexico Organic Products Law. Attach certificates. [ ]  Yes. Certified to an equivalent standard. Attach certificates.[ ]  No. List products/ingredients:  |
| 1. If a third-party supplier is used to carry out pest control in your facilities and applies a substance not included in Annex 1, do you ensure that the staff is trained in the organic management of the facility and the Organic Products Law of Mexico?

*LOOAA Article 173* | [ ]  Yes.[ ]  No.  |
| 1. Do you engage in sporadic parallel processing?

Sporadic parallel processing is defined as the processing of organic product less than once per year. *LOOAA Article 188* | [ ]  No.[ ]  Yes. I will provide 72-hour advance notice to OTCO prior to doing so and include a description of the product to be processed. |
| 1. Does your operation test the water used in post-harvest processes to ensure it is of potable quality in accordance with the parameters established by Mexico NOM-127-SSA1-1994?

*LOOAA Anexo 1* | [ ]  Yes. I have attached a copy of the most recent water test.[ ]  No.  |

1.7 LIVESTOCK

| [ ]  N/A. No livestock production. |
| --- |
| **GENERAL CONSIDERATIONS (APPLICABLE TO ALL LIVESTOCK CATEGORIES)** |
| 1. Do animal number and space requirements meet the requirements as specified in Article 70IV, Articles 127-130, Article 133 and/or Annex 1 of the Mexico Guidelines for Organic Operations of Farming and Livestock Activities (as applicable)?
 | [ ]  Yes.[ ]  No. I request OTCO’s authorization to utilize higher stocking densities than listed in the Mexico Guidelines. Please describe your requested stocking densities:      Please explain how animals will be able to carry out their natural animal behaviors at the requested densities:     Operators that would like to manage livestock at densities higher than those specified by Annex 1 of the LOOAA must provide OTCO with the proposed stocking rates and an explanation of how these rates allow animals to carry out their natural animal behaviors at the requested densities in order to request the required prior authorization of OTCO. |
| 1. Does the operation use non-organic breeding stock due to the lack of commercial availability of organic animals of the same genetic heritage within the market?

*LOOAA Article 70* | [ ]  No. I do not engage in this practice.[ ]  Yes. At what age is the non-organic breeding stock introduced, by species: Species 1: Age: Species 2: Age: Species 3: Age: Please indicate what percentage of the total animal population of your operation the non-organic breeding stock represents, by species:Species 1: %: Species 2: %: Species 3: %: For ruminant species, non-organic female or male breeding stock be introduced during its first year of reproduction and comply with Articles 76 – 78 of the LOOAAA. For non-ruminant species, maximum age limits are specified by Article 74 of the LOOAA. |
| 1. Does your infrastructure comply with the requirements established by Articles 126, 133, 134 and the animal stocking rates established by Tables 8-10 of Annex 1 of the LOOAA?
 | [ ]  Yes. [ ]  No. I request the authorization of OTCO to adapt the infrastructure during a defined period of time. Please attach documented evidence showing that the infrastructure was built before December 31, 2015 and that its operation has been certified organic under voluntary schemes prior to the cited date. [ ]  Attached. Comments:Operators wishing to participate in this practice must comply with Article 183 of the LOOAA and must be granted prior authorization from OTCO. |
| 1. Are non-organic males and females that are introduced for breeding purposes managed organically once integrated into your organic system?

*LOOAA Article 76* | [ ]  N/A. I do not use non-organic breeding stock.[ ]  Yes. [ ]  No. Explain:  |
| 1. Does the operation plan to or currently use more than three chemically synthesized healthcare treatments per year for animals with a lifecycle greater than one year?

 Or if the animal life cycle is less than one year, does it plan to or currently use more than one treatment within the life cycle of the animal? | [ ]  No. [ ]  Yes. I request OTCO’s authorization in order to engage in this practice.Please supply all product names and technical justifications for the use of the chemically synthesized products: Operators that would like to engage in this practice must comply with Articles 97, 98 & 101 of the LOOAA and be granted prior authorization by OTCO. |
| 1. Is artificial insemination used?

*LOOAA Article 102* | [ ]  No. [ ]  Yes. I request OTCO’s authorization in order to engage in this practice.Explain why this practice is used:      Operators that would like to engage in this practice must provide a technical justification for using the practice, including but not limited to issues associated with breeding pool availability or safety and be granted prior authorization of OTCO. |
| 1. Are any of the following physical alterations made to animals?
	1. Swine: Needle teeth clipping (teeth cutting), tail docking only allowed when other methods of harm prevention are not effective
	2. Poultry: Beak trimming (before ten days of life)
	3. Cattle: Horn removal (before two months of life), Castration with rings (before 2 months of life), and tethering
	4. Sheep/Goats: Horn removal (before two months of life), castration with rings (before seven days of life), tail docking with rings no shorter than the distal end of the caudal fold, and tethering

*LOOAA Article 104* | [ ]  No. [ ]  Yes. I request OTCO’s authorization in order to engage in some of these practices. Describe practices used, the animal’s age (ID) and justification for each:      Operators that would like to engage in physical alterations as listed here must provide a description of the alterations to be made and the animal´s age (ID). They must also provide technical justification for the use of the practice, which may only be done to improve animal welfare or hygiene and be performed by a qualified individual when the animal reaches an appropriate age with the prior authorization of OTCO. |
| 1. Can you demonstrate that nitrogen derived from livestock manure and urine deposits as a result of grazing does not exceed 170kg/ha of total nitrogen (N) per year as established by Articles 114-116 of the LOOAA?

*LOOAA Articles 114-116* | [ ]  N/A.[ ]  Yes. [ ]  No. |
| 1. Do your feeding methods comply with what is established by Articles 81, 84, 92 and 140 of the LOOAA?
 | [ ]  Yes.[ ]  No. Explain:       |
| 1. Do you use feed that contains ingredients of animal origin derived from slaughter operations, excluding those indicated by Art. 141.ii when used in non-herbivorous feeding or subject to zoo sanitary regulations?

*LOOAA Article 141* | [ ]  Yes. List the complete commercial names of each product and/or sub-product:      [ ]  No. Comments:       |
| 1. Are all animal feed additives, supplements and silage additives listed in Annex 1, Table 8-10 of the Mexico Guidelines for Organic Operations of Farming and Livestock Activities?
 | [ ]  Yes. [ ]  No. Identify which ones are not listed specifically:  |
| **FOR MAMMALIAN LIVESTOCK PRODUCTION** [ ]  N/A. No mammalian production. |
| 1. Does at least 50% of the feed come from your own farm?

*LOOAA Article 83* | [ ]  Yes. [ ]  No. Identify how you plan to come into compliance with this requirement:  |
| 1. Do common, fresh or dried, fodder or silage make up at least 60% of dried matter daily intake for ruminants?

*LOOAA Article 87* | [ ]  N/A. No ruminant production. [ ]  Yes. [ ]  No. Explain:During the first three months of milk production, it is acceptable to manage a 50% dried matter intake ratio. |
| 1. In the case of swine production, is regionally sourced fresh, dried forage or silage incorporated into the daily diet of the pigs or are other food sources available?

*LOOAA Article 90* | [ ]  N/A. No swine production.[ ]  Yes. [ ]  No. Describe your plan to come into compliance with this requirement:  |
| 1. Are all young mammals fed organic milk during the minimum period indicated for each species as established by Article 85 of the LOOAA?
 | [ ]  Yes. [ ]  No. Identify which species do not meet these requirements: The minimum period shall be of 3 months for bovines; 45 days for equines, ovine & caprine; and 40 days for porcine. |
| 1. If cattle, pigs or sheep are confined for the final fattening phase for meat production, does the confinement period represent less than a fifth of their lifetime or a maximum of three months?

*LOOAA Article 125* | [ ]  N/A. I do not engage in this practice.[ ]  Yes. [ ]  No.  |
| 1. Are calves confined to separate individual areas in the first week of life?

*LOOAA Article 129*  | [ ]  N/A. I do not manage calves.[ ] Yes. Explain why:      [ ]  No.  |
| **FOR POULTRY PRODUCTION** [ ]  N/A. No poultry production. |
| 1. Does your operation comply with minimum poultry slaughter age(s)?

*LOOAA Article 109* | [ ]  N/A. I do not engage in this practice.[ ]  Yes. [ ]  No. Explain:       The minimum slaughter ages are: 81 days for ducks; 49 days for chickens; 100 days for female turkeys; 140 days for male turkeys and geese; and 150 days for capons (male fowl). |
| 1. Is the total usable surface area of poultry houses used for meat production at each production center less than 1,600 m2?

*LOOAA Article 133* | [ ]  Yes. [ ]  No. Explain:       |
| 1. Does your operation comply with the minimum space requirements for indoor and outdoor housing per Table 10 of Annex 1 and Article 133V of the LOOAA?
 | [ ]  Yes. [ ]  No.  |

|  |
| --- |
| By signing below, I am authorizing Oregon Tilth to conduct the assessment and review my operation to the Mexico Organic Products Law, the Regulations of the Organic Products Law, the Guidelines for Organic Operations with Agricultural Activities (LOOAA) and its applicable Agreements in addition to also requesting certification under the USDA NOP. I further agree to the following:* I am authorized to act on behalf of the company and affirm that all information represented here and within the Organic System Plan are an accurate account and full representation of all materials and methods used in the production of certified products.
* I agree to maintain records as required to demonstrate compliance with the Standards and to make those records available to Oregon Tilth upon request. Including, but not limited to results of any quality control program.
* I confirm that I have reviewed the Standards and am familiar with the certification process including the process for noncompliance and corrective actions. I understand that unsanctioned actions and willful violations of the Standards may result in denial of my certification application or suspension or termination of my certification.
* I understand that once certified, I may be eligible to use the Mexico Organic seal and/or logo in marketing of my farm and/or products.
* I understand that any transactions of organic vegetables, animals or imported products must be accompanied by an organic certificate and any additional necessary documentation to verify organic status of these products.

**Important Information Regarding Electronic Signatures:** Oregon Tilth recognizes and permits the use of electronic signatures in the conduct of its business. By checking the box below, you willingly consent to the use of electronic signatures in the conduct of your business with Oregon Tilth.[ ]  **AGREE** |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |       | Date: |       |
| Printed Name: |       |