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| **GOTS 2.6.1, GOTS 4.3.1, and GOTS 2.4.11:** An Operation intending to sell, label, or represent fiber and textile products as organic must ensure products are not contaminated by contact with a prohibited substance or fiber. They must have a written environmental policy and procedures that are shared with all employees. In addition, wastewater from all wet processing units must be treated in a functional treatment plant before being discharged into the environment and meet requirements laid out in the standard. |

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| **Certified Entity:** |  | **Date:** |  |

## ► Complete this form if you are requesting GOTS Certification for a processing facility

## ► Complete this form for each facility if there are multiple facilities, and if inputs used vary from facility to facility

► If you are a Trader/Broker and do not have a specific “facility,” **please skip to Section 5.3 Environmental Management**

**Facility covered by this plan if different than main operation:**

## 5.1 CLEANING AND SANITATION

1. Cleaning and Sanitation is performed by:  In-house Staff  Outside Company
   1. If contracted with an outside company, please list the Company Name:
   2. Have they been notified in writing your facility is Organic?  Yes  No
   3. Are they aware of the organic requirements regarding sanitation practices and requirements?  Yes  No
2. How is cleaning and sanitation documented?  Pre-op checklist  Sanitation log  
    Other:
3. What measures are in place to assure non-organic inputs do not remain on processing equipment and containers   
   prior to organic processing?  Thorough clean down & rinse  Purge  Pressurized air  Sweeping  
    Vacuuming  Other:

1. Describe how employees are protected from coming in contact with harmful substances used in cleaning?

## List all sanitizers and cleaning inputs used in your operation during transport, storage, handling, or processing and list all sanitizers used in direct contact with organic products below:

| Brand or Trade Name of Chemical | Active Ingredient(s) (Generic Material) | Equipment  Chemical Is Used On | Rinsed? (Yes/No) | Documentation Showing Rinse *(sanitation log, production log, or wash tag)* |
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1. Continued…

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| **Direct Contact Cleaners & Sanitizers** *(used directly on product)* | **Active Ingredient(s) (Generic Material)** | **Organic Ingredient(s)/ Product(s) Used On** | **Rinsed?** (Yes/No) | **Documentation Showing Rinse** *(sanitation log, production log, or wash tag)* **– If Applicable** |
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1. Supply a complete ingredient statement or product label for each input listed above including all ingredients:   
    Attached  N/A
2. Describe the cleaning program for each cleaner/sanitizer listed above or provide this information as an attachment.  
   If you have Organic Standard Sanitation Operating Procedures (SSOPs), attach a copy.  
    Attached  Organic SSOP sections attached  N/A, or I do not have SSOPs.

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## If any surfaces listed above are NOT either cleaned or purged prior to each organic run, please explain:

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1. If equipment is **purged**\* between runs, describe the purge procedure including the product and quantity purged,   
   what is done with the purged material, and how this is documented to demonstrate effectiveness. *\*Purge: To expel non-organic product prior to processing organic product from food processing equipment when equipment cannot be cleaned.*  Attached

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1. How do you ensure no residues from sanitation materials remain on organic product contact surfaces?  
    Not applicable (no residual sanitation materials are in use)   
    Complete drying of alcohol-based sanitizers  
    Other:
2. If cleaning is not documented, please explain how cleaning events are verified as being completed:

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| **GOTS 4.3.1 Environmental Management:** In addition to GOTS criteria, all companies shall assure compliance with the applicable national and local legal environmental requirements applicable to their processing/manufacturing stages (including those referring to emissions to air, wastewater discharge as well as disposal of waste and sludge). Certified Entities shall have a written environmental and chemical management policy and procedures in place that is appropriate to their business to allow monitoring and improving relevant environmental performances in their facilities.  The environmental policy shall be shared with all employees. Data sharing of monitoring environmental management systems is an annual requirement. Review **GOTS 7.0 (4.3.1.3)** for complete list of requirements. Wet Processing Units shall keep full records of monitoring and management practices. Greenhouse Gas (GHG) emissions shall be monitored, quantified and measures shall be set to reduce GHG emissions. |

## ► Details on Wastewater Management criteria and assessment of Greenhouse Gas emissions are detailed in the [Manual for the Implementation of GOTS](https://global-standard.org/downloads#standardandmanual).

## 5.2 WASTEWATER TREATMENT

## ► Please complete this section, as well as Worksheet 2 to verify compliance with GOTS 4.2.6.5 regarding Wet Processing Stages.

## Please check this box if you do not use water in processing, then skip to Section 5.3 of this form.

1) List Processes where water is used (e.g., dyeing, purification, nonwoven, retting, scour):

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2) Do you directly or indirectly discharge wastewater?  Yes  No

* 1. If yes, describe your internal or external Effluent Treatment Plan (ETP), please also include a description of the training plan:
  2. What criteria do you use to measure in the discharge water:

3) Is wastewater treated on site and discharged to surface water?

a) If yes, what is the pH of Water: Discharge:       Receiving Water:

b) If yes what is the temperature of water: Discharge:       Receiving Water:

* 1. Copper content of discharge water?

4) Are the national and local legal requirements for wastewater treatment, including limit values with regard to pH, temperature, TOC, BOD, COD, color removal, residues of (chemical) pollutants and discharge routes fulfilled?   
 Yes  No

1. Annually averaged, what is the COD content of discharge water in g/kg of textile output?
2. Are AOX limits reviewed and in compliance?  Yes  No

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| 7) Please confirm that testing and analyses of wastewater are performed to include the guidance included in the Manual for the Implementation of GOTS for 4.3.2.4 and provide testing frequency.  Confirmed If no, explain: |

8) Are tests performed internally or by an external lab?  Internal  External

9) If Internal, please provide texting criteria used:­­­­­­­­­­­­­­­­­­­­­­­­­­­

10) If External, please provide the name of the lab and criteria used:

11) Please attach the most recent wastewater analysis.  Attached

**5.3 ENVIRONMENTAL MANAGEMENT**

► Even if you do not physically handle product as part of your GOTS Activities, the standard requires a **written environmental policy** and information regarding energy use to be collected annually at the time of the audit.

► **Please provide answers to the following questions to the best of your ability and be prepared to do so at each mandatory audit:**

1. Name of Person Responsible for environmental policies:
2. Describe your policy or procedure to **minimize** waste and discharge, or provide title of the program:
3. Describe your policy or procedure to **monitor** waste and discharge, or provide title of the program:
4. Describe your Greenhouse Gas Emission Management program:
5. Describe your policy or procedure for capturing data on energy and water resource use, or provide title of the program:
6. Provide the amount of energy and water consumption (per kg) of textile output:
7. Describe how you maintain target goals and procedures to reduce energy and water consumption, or provide the title of the program:
8. Do you have an accident response procedure?  No  Yes; If yes, provide the name of the procedure:
9. Do you make your Environmental Policy available to all employees?  No  Yes
10. Do you have a procedure to train staff on these environmental policies?  No  Yes; If Yes, describe your staff training or provide the name of the training program:
11. Please describe any methods for continual improvement of environmental impact:

## MONITORING OF PROCEDURES AND PRACTICES

1. How do you ensure your sanitation and water practices are effective, and how often do you monitor the practices?

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1. GOTS has developed an assessment tool that is available to certified entities to help track energy and water usage called the **GOTS Monitor.** This tool is available for download from [**GOTS**](https://global-standard.org/the-standard/development-and-implementation/gots-monitor/downloads/downloads.monitor.01)**.**  
   Is this program in use at your facility?  No  Yes