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| **Operation Name:** |  | **Date:** |  |

► Complete this form if you produce, mill, or blend products sold as livestock feed. Organic livestock feed must contain only organically produced and handled agricultural ingredients, except for allowable synthetic additives and supplements that are listed as livestock feed on the National List.

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| **NOP §205.301, §205.237, §205.273, §205.306, and §205.307 require:**   * Livestock feed sold, labeled, or represented as “100% organic” must not contain less than 100 percent organically produced raw or processed agricultural product, excluding water and salt. * Livestock feed sold, labeled, or represented as “organic” must be produced in conformance with §205.237. * An operation intending to formulate livestock feed must ensure that feed ration is composed of all organic agricultural ingredients and allowed non-agricultural materials as included on the National List. * Organic ingredients may only be imported by certified operations and must be accompanied by an NOP Import Certificate. * Non-retail containers used to ship or store certified organic products must display the identification of the product as organic and a lot number or other identifier. |

## GENERAL INFORMATION

1. Describe specific handling activities included in this Organic System Plan (OSP), such as milling, formulating, pelleting, etc.:

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1. Describe the types of services and products offered:

Retail Feed  Bulk Feed  Custom Milling  Custom Ration Formulation  Feed Pelleting  Roasting

Other (Explain):

## ORGANIC PRODUCT COMPOSITION

1. Attach a **Master Product List (MPL-01)** that includes all products you produce or handle, that you with to certify, including blends and single ingredient products (i.e., corn, soybean meal, “complete poultry feed blends,” etc.)

Master Product List is attached.

1. Attach a **Master Ingredient List (MIL-03)** that includes all organic and non-organic ingredients, supplements, and processing aids, along with their suppliers. *The MIL must identify the brand name and manufacturer for all non-organic ingredients.*

Master Ingredient List is attached.

1. Attach a **Product Formulation Sheet (PFS-02)** for each multi-ingredient product. An alternative form, such as batch sheets or formulation sheets, may be submitted. *If you are a private label brand owner or Marketer and you do not control the product formulas, you do not need to submit this form.*

Product Formulation Sheet is attached  N/A – Only single ingredient or finished products.

1. Do you own the product formulations?  Yes  No.  Some
2. If you answered **No** or **Some**, indicate who owns or manages the formulations you do not own:

*Note: You must submit to OTCO any updates or changes to your product formulations for review and approval before making the product using a new or different formulation than the one approved in your OSP.*

1. How do you make sure that all organic certificates for your suppliers and ingredients are current? (check all that apply)

Keep valid certificates onsite and receive updated certificates every year.

Check the Organic Integrity Database (OID) to confirm certificates are valid.

For imported ingredients we make sure that each shipment includes a valid NOP import certificate.

1. How do you verify that only compliant ingredients and materials are used? (check all that apply)

Submit ingredients and materials to OTCO for review and approval before use.

Check the Organic Integrity Database (OID) to confirm compliance.

Other (Explain):

1. How can you demonstrate that each lot produced contains only organic agricultural ingredients and approved nonorganic materials?

Batch or production records for each lot are maintained, showing the name and amount of each ingredient.

Other (Explain):

## LIVESTOCK FEED LABELS

Organic labeling guidelines are available on OTCO’s website. All labels must be submitted to OTCO for review and approval *before printing*.

1. What types of products are you labeling?

Retail  Non-retail (bulk, wholesale, railcar, truck, tote)

* 1. If you selected Non-retail: Do all labels identify the product as organic and include a lot number or other identifier, as required by**§205.307?**  Yes  No (Explain):

1. How do you make sure that only compliant **labels** are used for organic products?

N/A - No labels used. Explain:

Labels are submitted to OTCO for review and approval *before* *printing*.

Other (Explain):

1. Do you package any products for brands that you do not own)?  Yes No

If yes, is the brand owner certified organic?

Yes - The brand owner’s current organic certificate is attached.

No - A **Private Label Agreement Form (PLA)** is attached.

1. Attach all labels with your application (Organic System Plan).

All labels currently in use are attached.  Labels will be submitted for review before printing.

* 1. **INTERNATIONAL LABELING AND COMPLIANCE.**

Export labeling guides and Equivalency Arrangement requirements are available on our website.

**IMPORTANT:** All labels must be submitted to OTCO for review and approval before printing. OTCO is NOT responsible for any costs if labels are printed before review and later found to be noncompliant.

1. Does your operation import or export organic ingredients or products, or need Canadian Equivalency?

Yes  No. End here.

1. Which countries do you **import** organic ingredients or products from?

Canada  Japan  European Union  India

Mexico  South Korea  Switzerland  United States (MX Operations only)

Other (Identify):

N/A - We do not import any organic ingredients or products.

* 1. How does your operation ensure that the correct import documents are collected for all products from the countries you import from?

Collect and keep a NOP Import Certificate for each shipment on-site.

Our certified organic co-packer manages and maintains the import documents.

* 1. Will import documents (such as phytosanitary certificates or APHIS/FDA documentation) be kept showing if any substances were applied to the organic ingredients or products?

Yes  No  N/A Explain:

* 1. If an organic product is found to have been treated with a prohibited substance (such as fumigation or irradiation) will Oregon Tilth be notified?

Yes  No  N/A Explain:

1. Which countries do you **export** organic ingredients or products to?

Canada  Japan  European Union  India

Mexico  South Korea  Switzerland  United States (MX operations only)

Other (Identify):

N/A - No exporting and no equivalency required.

N/A - No exporting but Canadian Equivalency is needed to support my US domestic sales.

* 1. How does your operation make sure that only compliant labels are used for exported products?

Labels are submitted to OTCO for review and approval *before printing.*

Other (Explain)

* 1. How does your operation make sure that the correct **export documents** accompany products sent to other countries?

Documentation for each shipment is kept on-site.

A transaction certificate is requested from OTCO when required by the destination country.

Other (Explain):

* 1. How does your operation ensure that exported products comply with the equivalency arrangements for the destination country?

Products are submitted to OTCO for review and approval under the Equivalency Arrangement *before export.*

Other (Explain):