ORGANIC FARM PLAN

Please describe management techniques and materials used to produce your organic farm products. If needed, attach a separate piece of paper, with the corresponding section number. If a section/question does not apply to your farm, please check the "NOT APPLICABLE" box. Next year’s renewal forms will rely on information submitted.

SECTION 1: SEEDS and ANNUAL PLANTING STOCK

☐ NOT APPLICABLE- No seeds used. Please go to Section 2.

NOP 205.204 Certified organic seed must be used unless not commercially available in the quantity/quality needed. You must document attempts to source organic seed. Synthetic seed treatments are prohibited unless included on the National List. GMO seeds and GMO inoculants are prohibited. Please see the Practice Manual for more information.

1.1. What percentage of your seed varieties are organic? Calculate by number of seed varieties, not by weight.

________________________ Percent organic vegetable seeds (including potatoes, herbs etc.)
________________________ Percent organic field crop seeds
________________________ Percent organic flower seeds
________________________ Percent organic cover crop seeds

1.2. Please identify your seed/annual planting stock sources:

1.3. Describe your efforts to obtain certified organic seeds and planting stock:

1.4. Do you use treated (coated) seeds (fungicides/inoculants/pelleted)? ☐ Yes ☐ No. If treated seeds are used, please state types/brands of treatment and the source of the seeds. If not already approved MCS will need to determine if these materials are permitted.

SECTION 2: SEEDLINGS, PLANTING STOCK and PERENNIALS

☐ NOT APPLICABLE- No seedlings used. Please go to question 2.8.

NOP 205.204 Annual seedlings used on certified organic farms must be produced according to the organic standards. All purchased seedlings must be Certified Organic.

2.1. Do you grow seedlings and/or planting stocks on your own farm? ☐ Yes ☐ No

2.2. Briefly describe greenhouses or other structures where seedlings are grown:

2.3. Do you use a commercial soil mix product? ☐ Yes ☐ No. If YES, identify the source/brand.

Note: Your soil mix must be approved by MCS before you use it.
2.4 How do you clean seedling containers and equipment?

2.5 Do you make your own soil/seedling mix?  ☐ Yes  ☐ No. If YES, please complete this table:

<table>
<thead>
<tr>
<th>Ingredients</th>
<th>% of whole mix by volume</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Peat</td>
<td>25%</td>
<td>Agway brand (peat—nothing added)</td>
</tr>
</tbody>
</table>

Please list all inputs used on your seedlings on the Material List.

2.6 Do you grow any plants conventionally in your greenhouse?  ☐ Yes  ☐ No  If YES, please explain the conventional practice and describe efforts to avoid commingling and contamination:

2.7 Do you purchase annual seedlings?  ☐ Yes  ☐ No  If YES, what is the source of the seedlings and who certifies them?

PERENNIAL PLANTS. NOP 205.204 (a) (4) Non-organic planting stock used to produce a perennial crop may be sold, labeled, or represented as organic only after the planting stock has been maintained under a system of organic management for a period of no less than 1 year.

If you intend to sell perennial plants, or crops harvested from perennial plants (examples are rosemary sprigs, peony roots, rhubarb crowns, raspberries canes, nursery stock), as organic, we must verify that the plants are certified organic or have been under organic management for 12 months prior to sale.

☐ NOT APPLICABLE, please go to Section 3.

2.8 List all conventional perennials (trees, shrubs, herbs, flowers, etc) that you have bought and the date you started organic management for each. Please attach a separate list if needed.

<table>
<thead>
<tr>
<th>Conventional Perennials Purchased</th>
<th>Date organic management started:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SECTION 3: SOIL and CROP FERTILITY MANAGEMENT

NOP 205.203 Soils and crops must be managed to build soil fertility, manage plant nutrients, protect natural resources, and prevent soil erosion. Crop rotation is required. All fertility inputs used must be approved materials. Plant and animal materials (manure, compost and crop residues) must be managed so that they do not contribute to contamination of crops, soil or water.

3.1. What management techniques do you use to manage your soil and maintain or improve soil fertility?
- Crop rotation
- Cover crops
- Adding lime/gypsum
- Adding fertilizer materials or blends
- Incorporation of crop residue
- Subsoiling
- Strip cropping
- Adding manure
- Adding compost
- Mulching
- Biodynamic preparations
- Green manures

3.2. Please describe your crop rotation plan in general terms, including the sequence and frequency of crops/plant families, cover crops, green manures or sod:

3.3. Which issues do you address with your crop rotation and soil management practices?
- Organic matter increase
- Soil compaction or crusting
- Wind erosion
- Salinity
- Pest management
- Water availability
- Soil structure
- Deficient nutrients
- pH
- Disease management
- Water infiltration/drainage
- Water induced erosion
- Excess nutrients
- Weed management
- Overall farm biodiversity
- Other:________________________

3.4. How do you monitor soil fertility and quality?
- Soil observation
- Crop observation
- Weed observation
- Crop yield comparison
- Soil organic matter content
- Soil (nutrient) tests (please attach a copy of last results)
- Microbiological tests (please attach a copy of last results)
- Plant tissue tests (please attach a copy of last results)
- Crop quality tests
- Other __________________________

3.5. Do you burn crop wastes? □ Yes □ No If YES, describe what materials are burned and why?
3.6.  Have you ever applied sewage sludge or compost made from sewage sludge?  Yes  No.  If YES, when was the last time this material was applied and to what field?

3.7. a) Do you use irrigation?  □ Yes □ No  If NO, continue to Section 4.
   b) What are your method(s) for irrigation?
   c) What are the source(s) of irrigation water on your farm?
   d) Are you aware of any prohibited materials that may be in your irrigation water?  □ Yes □ No  If YES, please explain:
   e) Do you apply fertilizers, pesticides, or other materials through your irrigation system?

SECTION 4: MANURE and COMPOST
NOP 205.203. Raw manure must be composted unless applied to crops not for human consumption or incorporated into the soil 120 days prior to harvest for crops whose edible portions have direct contact with the soil, or 90 days prior to harvest for all other crops for human consumption. Please refer to the Practice Manual for details on the composting process. A record must be kept to verify compliance.

4.1. Do you use un-composted manure?  □ Yes □ No  If NO, go to question 4.8.

4.2. What forms of manure do you use?
□ Liquid or semi-liquid  □ Solid & Fresh  □ Aged Pile  □ Pelleted  □ Bagged dehydrated

4.3. What is the manure source?
□ Own Farm
□ Commercial product, please list product name and manufacturer:
□ Other farm(s), please list farm name and address:

4.4. Where is manure stored before it is spread?

4.5. What precautions do you take to prevent contamination of adjacent water bodies?

4.6. How do you use manure?  Check all that apply.
□ Applied to land with crops not intended for human consumption (hay, cover crops etc)
□ Incorporated at least 120 days prior to harvest (edible parts of crops in contact with soil)
□ Incorporated at least 90 days prior to harvest (edible parts of crops not in contact with soil)
□ Other: __________________________
4.7 List all manure ingredients and additives:

4.8 Do you buy compost? ☐ Yes ☐ No  
   If YES, please identify the compost source(s), brand name(s) and manufacturer(s):

**NOTE: Please make sure that MCS has approved the compost source before using the compost.**

4.9 Do you make your own compost and apply it to crops for human consumption? ☐ Yes ☐ No  
   If NO, go to section V.

4.10 Are manure or animal by-products used as ingredients in your compost? ☐ Yes ☐ No

4.11 Do you meet the manure waiting period after compost application? ☐ Yes ☐ No

4.12 List all feedstocks and other materials added to your compost and the source:

<table>
<thead>
<tr>
<th>Feedstock</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example:</td>
<td>leaves</td>
</tr>
<tr>
<td></td>
<td>Own yard</td>
</tr>
</tbody>
</table>

If you answered NO to Question 4.10 or YES to Question 4.11 you may go to Section 5.

4.13 Which compost method do you use?  
   ☐ Static Pile ☐ Container  
   ☐ Turned Pile ☐ Other: ________________________

   If in doubt about your method, please describe what you do:

4.14 a) Do you monitor temperature? ☐ Yes ☐ No  
   b) What is the maximum temperature reached? ________
   c) How long is the temperature maintained above 131°F? _______ days
   d) How many times do you mix or turn your compost? ______________________

4.15 Do you make and use compost tea from your compost? ☐ Yes ☐ No
   If YES, please describe how it is made and the materials added:
SECTION 5: PEST, WEED and DISEASE MANAGEMENT

NOP 205.206 requires that the producer implement management practices to prevent crop pests, weeds, and diseases. These practices may include crop rotation, sanitation, cultural practices, and physical methods.

5.1. a) List 3 or more major crop diseases you might expect on your farm (fungal, bacterial, viral).

b) What disease prevention strategies do you use?
   - Crop rotation
   - Selection of resistant varieties
   - Field sanitation
   - Timing of planting/cultivation
   - Plant spacing
   - Soil balancing
   - Use of accepted products: Please add products used to the material list.
   - Early removal of diseased plant
   - Other: ______________________________

5.2. a) List 3 or more major weeds you might expect on your farm.

b) What weed control methods do you use?
   - Crop rotation
   - Mechanical cultivation
   - Livestock grazing
   - Hand weeding
   - Prevention of weed seed set
   - Mulch
   - Soil sterilization
   - Corn gluten (from an organic source)
   - Flame weeding
   - Mowing
   - Smother crops
   - Use of accepted products: Please add products used to the material list.
   - Other: ______________________________

c) If you use plastic or other synthetic mulches, is the mulch removed at the end of the growing season? [ ] Yes [ ] No [ ] N/A

d) If you use newspapers or other recycled paper for mulch, do you remove glossy paper or paper with colored inks? [ ] Yes [ ] No [ ] N/A

5.3. a) List 3 or more major insects or other invertebrate pests you might expect to be on your farm?

b) What strategies will you use to control pest damage to crops?
   - Crop rotation
   - Companion planting
   - Release of beneficial insects
   - Resistant varieties
   - Hand picking
   - Beneficial habitat
   - Time of planting
   - Monitoring
   - Fencing
   - Traps
   - Crop covers (e.g., remay)
   - Use of accepted products: Please add products used to the material list.
   - Other: ______________________________
5.4. a) List major wildlife or vertebrate pests (rodents, deer, birds etc) that may impact your farm?

b) What strategies do you use to control pest damage to crops?
- ☐ Fencing
- ☐ Netting
- ☐ Traps
- ☐ Construct predator habitat (owl nests, perches, bat houses, etc.)
- ☐ Conserve/plant trees at edges of fields
- ☐ Provide habitat corridors for beneficial predators to have access to prey
- ☐ Repellants
- ☐ Scare tactics—Explain: ________________________________
- ☐ Other: ________________________________
- ☐ Other: ________________________________

SECTION 6. MAINTAINING ORGANIC INTEGRITY

NOP 205.272 Handling practices and procedures must maintain the organic integrity of ingredients or products. Packaging materials, bins and storage containers must not contain a synthetic fungicide, preservative, or fumigants.

6.1. Commingling
a) Is any conventional agricultural production occurring on your farm? ☑ Yes ☐ No
If NO, continue to question 6.2.

b) Please list the crops and identify fields where they are grown:

   c) What prohibited materials or methods are being used on conventional crops?

   d) What procedures will/do you use to prevent the commingling of conventional and organic or transitional crops? (Include how you identify and separate allowed and prohibited materials.)

6.2. Sale of conventional products
If you sell both organic and conventional products how do you let customers know the difference?

6.3. Contamination
a) Identify all potential point and non-point sources of chemical and biological contamination that could affect your land, crops, or animals.

Check all that apply:
- ☐ Agricultural chemical drift & runoff
- ☐ Powerline management
- ☐ Frontage on roads
- ☐ Industrial area
- ☐ Waste storage
- ☐ Irrigation water
- ☐ Flooding
- ☐ Treated lumber
- ☐ Transgenic or GE crops
- ☐ Contaminated feed stock for compost
- ☐ No sources of contamination evident
- ☐ Other: ________________________________
b) If you identified any potential sources, please describe nature of contamination below. Identify source(s). If possible, provide the name and address of potential source.

c) Describe distances, buffer width, type of buffer, and efforts undertaken to reduce the risk of contamination (buffers must be identified on your field maps):

d) If keeping buffers, please describe how the boundaries of organic and buffer zones collection areas are marked or otherwise indicated (tree lines, streams, signs etc.)?

e) Do you harvest buffer zones? □ Yes □ No If YES, please explain what is done with the buffer crops and how you prevent commingling with organic products.

6.4. Equipment

The organic standards require that we consider potential commingling risks from farm equipment. Please check all equipment use scenarios that apply to your farm:

- □ Purchasing second hand equipment
- □ Sharing equipment with non-certified farmers
- □ Using your own equipment on non-certified fields/crops
- □ Hiring equipment used on non-certified fields/crops
- □ Hire custom applicators. If yes, who?

You are expected to clean or purge equipment that has been used on non-organic land or crops. You must have standard procedures and keep records of these events for your inspector to verify. Please make sure to list all cleaning materials used on your materials list.

6.5. Harvest

a) Do you contract the harvesting and/or processing of your crops to others? □ Yes □ No If YES, please explain:

b) What type(s) of containers are organic crops harvested into? (Check all that apply)

- □ Bulk trucks
- □ Cardboard boxes
- □ Waxed boxes
- □ Plastic bins or crates
- □ Plastic buckets
- □ Wooden containers
- □ Other: ____________________
c) Check all that apply—my harvest containers are:
- New
- Used for organic crops only
- Cleaned before use (include any materials on input list)
- Other: __________________________

6.6. Post Harvest Handling
a) How do you prepare crop products for storage and/or market?

b) If you wash crop products, outline the process and identify any materials used (i.e. disinfectants, sanitizers).

c) What is your water source for washing produce? Is the water tested?

d) If you package produce describe how and where these activities take place. If produce is taken off the farm for packaging, provide the name and location of the facility.

e) What kind of packaging do you use? (Check all that apply).
- New
- Previously used for organic products
- Previously used for conventional products

   If reusing non-organic packaging what steps do you take to prevent possible contamination with prohibited materials?

f) Do you store crops for extended periods? ☐ Yes ☐ No. If YES, where are they stored?

g) If you clean storage areas, containers or harvest bins, what is your method? Include any products used on your material list.

h) Do you need to control pests (rodents, insects) in your storage or handling areas? ☐ Yes ☐ No.
If YES, please describe how you manage them; check all that apply.
- Keep buildings and grounds clean, secure and unattractive to pests
- Mechanical traps, sounds, lights
- Lures and repellants. Please include on your material list.
- Materials like bait stations. Please include on your material list.
- Other. Please describe: ____________________________________________
i) Do you or will you soon have a food safety plan (e.g. HACCP plan)?  ☐ Yes  ☐ No
If YES, please enclose a copy.
Are you GAP certified?  ☐ Yes  ☐ No

6.7. Labels
How are your crop products labeled for sale? **Enclose examples. Please refrain from printing labels until they are approved by MCS.**

SECTION 7: RECORDS
NOP 205.103 Records must disclose all activities and transactions of the operation, be kept for five years and demonstrate compliance with the NOP rule. All records must be available at the time of inspection.

7.1. During your inspection, an inspector will examine all records related to your farm operation in order to verify compliance with organic standards. Which of the following records do you keep:

☐ Field activity records
☐ Purchase receipts
☐ Input records
☐ Harvest records
☐ Planting records
☐ Shipping records
☐ Lot Numbers
☐ Seed search records
☐ Crop rotation records
☐ Manure application records
☐ Compost production records
☐ Equipment cleaning records
☐ Sales records
☐ Monitoring records such as soil tests, water tests, observation
☐ Storage/Inventory Records
☐ Documentation of bought-in organic produce for re-sale
☐ Verification that non-organic seeds like corn, potatoes, soybeans are non-GMO
☐ Other:_________________________

7.2 How long do you keep your records? ________________________________________

7.3 What monitoring practices do you use in your operation, and how frequently do you use them? (For example: soil tests, water tests, microbial tests, soil observations, etc.)
SECTION 9: NATURAL RESOURCES
NOP 205.200 Organic producers must implement practices that maintain or improve the natural resources of their operation including soil and water quality.

9.1. What conservation practices are used on your farm?

☐ Conservation tillage  ☐ Strip cropping
☐ Undersowing/interplanting  ☐ Riparian management
☐ Contour farming  ☐ Windbreaks
☐ Winter cover crops  ☐ Pollinator or songbird habitat enhancement
☐ Minimize erosion  ☐ Other:________________________
☐ Preserve/restore wildlife corridor

9.2. Are you part of any programs that assist you in managing on-farm natural resources?

☐ NRCS  ☐ Land trust
☐ Farm Services Agency  ☐ Other:________________________
☐ Soil and water conservation