

## Checklist of Recordkeeping Requirements for Certified Organic Livestock

Certified organic livestock producers are required to keep the following records (as applicable for the business, see below):

1. If land has been owned or leased for less than 3 years, landowner affidavit exists verifying no non-organic practices have been utilized in that 3 year period.
2. Accurate field histories and maps exist (including buffer areas) and are complete.
3. Documentation of soil tests taken to inform fertility requirements. *Note: soil tests are reimbursable through the cost share rebate.*
4. Records that verify field activities such as manure spreading and hay harvest.
5. Feed source and supply records (purchased & farm-produced) including organic certificates: amounts should be sufficient for livestock needs over the time period recorded.
6. Receipts and labels for inputs (minerals, salt, herbal preps) are kept and available for inspection.
7. Animals can be identified with photos or permanent tags, which link to records for origin, health care, final disposition.
8. Record ration changes (supplemental feed/grain) during grazing season.
9. Record grazing for all animals.
10. Record veterinary visits/services and keep receipts.
11. Records exist for use of prohibited materials/medicines present (when uncertified or conventional stock are present).
12. Records for outdoor access/ temporary confinement.
13. Keep equipment cleaning records.
14. Income and sales records.
15. Gross income from organic livestock sales is documented.
16. All other records for livestock production (not covered above) are kept.
17. It is possible to conduct an audit trail and mass balance for all livestock products.
18. Labels for all livestock products are compliant and have been reviewed and approved by certifier.

These records will be reviewed by your certification inspector at your annual inspection. This checklist is for educational outreach and general assistance only - **IT IS NOT A SUBSTITUTE for reviewing the MCS practice manual.** Please communicate with your certification specialist regarding any changes to your farm operation or questions about organic certification.