



ORGANIC SYSTEM PLAN– CROP PRODUCERS

Business Name:	Certification Number:
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Section L. Packing

[NOS 205.272]

USDA organic regulations requires that packing practices and procedures present no contamination risk to organic products from commingling with non-organic products or contact with prohibited substances.

- Packaging materials, bins, and storage containers must not contain synthetic fungicides, preservatives, or fumigants.
- Reusable bags or containers that have been in contact with any substance in such a manner as to compromise the organic integrity cannot be used unless the bag or container has been thoroughly cleaned.

Not applicable, only field packing occurs. Crops are not further washed, packed or labeled on farm, *skip to next section*.

1. Describe how you ensure organic or transitional crops are not commingled with non-organic crops during packing.

Not applicable, only organic or transitional crops are packed.

Tip! If you sell organic crops or processed products supplied from other operations, include the gross annual income from these organic sales with your total income when calculating your annual fee.

Maintain records regarding incoming products (purchasing, receiving, storage, packing, delivery, sales) and ensure organic and nonorganic products are clearly identified. Purchased product records must be auditable and made available during the organic inspection.

Packaging & Labeling

2. Do you pack organic or transitional products into shipping or storage containers (non-retail packages)? *If yes, attach samples of all non-retail labels.* Yes No

3. Do you pack organic or transitional products into retail packages (e.g. clamshells, bags, boxes or other containers the consumer takes home)? *If yes, attach samples of all retail labels.* Yes No

Tip! All new and updated labels must be submitted and approved by our office before they are used on organic products.

For details on labeling organic products, see the labeling guidance, included in your certification packet and available online, or contact us directly with your questions.



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Cleaning and Sanitizing

4. Describe the steps you take to clean and sanitize any surfaces and equipment that come in contact with organic or transitional crops during packing.

Tip! Cleaning and sanitizing of surfaces and equipment that come in contact with organic products must be documented and records must be available at inspection.

If materials are known to leave residues even after a potable water rinse (e.g. quaternary ammonium), you must take additional steps to prevent contamination of organic products and have residue tests available during inspections.

5. Describe the steps you take to clean and/or sanitize organic or transitional crops prior to packing.

Tip! Include the name of the post harvest cleaning materials used in direct contact with organic crops in the Materials Inventory. All post harvest materials that come in direct contact with organic products must contain ingredients on the National List of Approved Substances.

6. Describe how you document cleaning and sanitation steps of organic/transitional crops and food contact surfaces.

Pest Control

7. Check all pest problems at your packing area

- | | |
|---|--|
| <input type="checkbox"/> No pest problems | <input type="checkbox"/> Birds |
| <input type="checkbox"/> Crawling insects | <input type="checkbox"/> Rodents |
| <input type="checkbox"/> Flying insects | <input type="checkbox"/> Other (please specify): |



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8. Check all pest management used in your packing area.

Preventative:

- Good sanitation
- Removal of exterior habitat / food
- Clean up spilled product
- Sealed doors and/or windows
- Physical barriers
- Screened windows/vents
- Monitoring
- Incoming product inspection
- Other (please specify):

Mechanical:

- Mechanical traps
- Ultrasound/light devices
- Sticky traps
- Electrocutors
- Freezing treatments
- Heat treatments
- Other (please specify):

Pest Control Materials – On National List

- Pheromone traps
- Vitamin baits
- Diatomaceous earth
- Pyrethrum
- Boric acid

Pest Control Materials – Not on National List

- Crack and crevice spray
- Exterior Bait Stations
- Fumigation
- Fogging
- Other (please specify):

9. Are synthetic pest control substances or other synthetic materials used in facilities where organic or transitional crops are packed? Yes No

9a. If yes, explain how products and packaging are protected from exposure to the synthetic materials.

Off-Farm Products

Tip! If you handle another operation's organic crops or processed products for any markets other than a CSA, farm stand, or farmers market you must apply for organic handling certification.

Include the gross annual income from these organic sales with your total income when calculating your annual fee.

Maintain records regarding incoming products (purchasing, receiving, storage, packing, delivery, sales) and ensure organic and nonorganic products are clearly identified. Purchased product records must be auditable and made available during the organic inspection.



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10. Do you pack or handle organic products grown or supplied by other organic operations? Yes No

10a. If yes, how do you market these products?

- CSA Wholesale – Complete a Handler Application
 Farm or produce stand Other (please specify):
 Farmers Market

10b. If yes, how do you verify that incoming organic products comply with National Organic Standards?

- Organic Certificates Online Verification (please specify):
 Other (please specify):

11. Do you pack or handle non-organic products grown or supplied by non-certified operations? Yes No

11a. If no, *skip to next section.*

11b. If yes, describe your practices to prevent commingling with your certified organic or transitional crops.

12. List all crops and/or processed products that you plan to source off farm to supplement your CSA shares, produce stand sales or farmer's market sales (e.g. coffee, eggs, chocolate bars, apples, raspberries). Attach another sheet if necessary.

Crops or Products – <i>Include Brand Name if Applicable</i>	Supplier Name	Raw crop	Packaged Product	Organic	Organic Certification Agency	Non-certified
		✓	✓	✓		✓
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>



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13. Describe the type of records maintained that document the volume of crops received and packed from other operations.