

ORGANIC FARM PLAN

Who fills out this form? All farmers or gardeners, including dairy and livestock farmers, need to complete and submit this form. Producers who just produce maple syrup or lowbush blueberries do not need to complete this form, but need to complete the specific Maple Syrup/ Blueberry forms. This form tells us how you care for your land, and what kinds of management techniques and materials you use to produce your farm products. Sections, as well as many individual questions, offer the “NOT APPLICABLE” check box option. If a question does not apply to your type of farming operation, please check this box and move on. Renewal forms in 2013 will rely on the information you submit this year, making the paperwork process easier to complete.

SECTION I: SEEDS NOT APPLICABLE—No seeds used.

NOP 205.204 The NOP requires the use of certified organic seeds, unless not commercially available. You must document your attempts to source organic seed. Synthetic seed treatments are prohibited unless included on the National list. GMO seeds and GMO inoculants are prohibited in organic production.

1.1. Describe the seeds you will use this year for your organic production (check all that apply):

- All seeds are organic
- Some seeds are organic
- Some seeds are saved from on-farm production
- No seeds are organic
- Some seeds treated (fungicides/inoculants/pelleted).

If treated seeds are used, please state type/brand of treatment: _____

1.2. Overall, what percentage of your seed varieties is organic? Calculate by number of seed varieties, not by weight. You may separate flower seeds

_____ Percent organic seeds
 _____ Percentage organic flower seeds

1.3. Do you notify seed companies that seeds are for use on a certified organic farm?

1.4. Please identify your seeds sources:

1.5. If using non-organic seeds, please describe your effort to obtain organic seeds:

1.6. Describe documentation you maintain to verify effort to obtain organic seeds:

Name: _____

1.7 If using non-organic seeds that have GMO varieties, such as corn, soybeans, and sweet peppers please describe documentation you maintain that shows that these varieties are non-GMO.

Please have any documentation about seed sources and your efforts to find organic seeds available to show your inspector.

SECTION II: SEEDLINGS AND PERENNIAL STOCKS..... NOT APPLICABLE

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. Non-Organic perennial plants (planting stock) must be managed organically for at least one year prior to harvest of crop or sale of the plant as certified organic planting stock.

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

2.2. Briefly describe greenhouse's or other facilities where seedlings are grown (**please include a greenhouse history form for each greenhouse**).

2.3. Do you use a commercial soil mix product? Yes No If YES, identify the source and/or brand name below. **Note: Your choice of soil mix must be approved by MCS before you use it.**

2.4. Do you make your own soil/seedling mix? Yes No. If YES, please complete the table below:

<u>Ingredients</u>	<u>% of whole mix by volume</u>	<u>Source</u>
Example: Peat	25%	Agway brand (peat--nothing added)

Name: _____

2.5. Please describe other inputs used on your seedlings (fertility products, foliar sprays, pest/disease controls, planting containers etc.):

2.6. Do you grow non-organic plants in your greenhouse? Yes No If YES, please describe efforts to avoid commingling.

2.7. Do you purchase annual seedlings/transplants? Yes No If YES, who are your suppliers? Provide name and address:

2.8. Are annual seedlings purchased certified organic? Yes No If YES, who certifies them?

2.9. Do you purchase perennials? Yes No If YES, who are your suppliers? Provide name and address:

2.10. Are purchased perennials certified organic? Yes No If YES, who certifies them?

2.11. Will you sell perennials/perennial products within 12 months after purchase?

Please keep receipts, labels and ingredient information to show to your inspector.

SECTION III: SOIL & CROP FERTILITY MANAGEMENT

NOP 205.203 Soils and crops should 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 allowed in organic production. Plant and animal materials (manure, compost and uncomposted plant materials) must be managed so that they do not contribute to contamination of crops, soil or water by plant nutrients, pathogenic organisms, heavy metals, etc. that may have been present in these materials.

3.1. What are your soil types? List in order of predominance.

3.2. We recommend soil tests. Please see the Practice Manual for more details.

Has your soil ever been tested? Yes No If YES, what was the date when you last conducted a soil test:

Please be advised that when using a copper product, proof will be required that copper is used such that it does not build up in the soil. Soil tests can provide this proof.

3.3. What are your major soil deficiencies and excesses (Ca, P, Mg, pH, etc.)?

3.4. How else do you monitor soil fertility?

3.5. Are any of the following occurring on your farm land:

a) Soil erosion Yes No

b) Salt build up Yes No

c) Compaction Yes No

d) Acidification Yes No

e) pH imbalance Yes No

f) If you have answered yes to any of these problems, please describe what soil problems you experience, why, and on which fields:

Name: _____

3.6.a) Please describe your crop rotation plan in general terms, including its main goals (for example, building soil organic matter, weed and pest management, etc.). List the sequence and frequency of crops/plant families, cover crops, green manures or sod.

b) Do you plant cover crops? Please explain.

c) If you use cover crops are cover crop seeds organic?

d) Do you practice interplanting?

e) What other management techniques do you use to manage your soil and maintain or improve soil fertility?

3.7. Do you burn crop wastes? Yes No If YES, please describe what materials are burned and why?

Name: _____

3.8. Sewage sludge is prohibited on fields with certified crops (including pasture and hay land). Have you ever used sewage sludge on your land? Yes No If YES, when was the last application?

3.9.a) Do you use irrigation? Yes No If YES, please answer the following questions:

b) What is your method for irrigation?

c) What is the source of irrigation water on your farm?

d) Do you apply materials through your irrigation system?

e) How do you clean the irrigation systems?

f) Is water quality/quantity an issue on your farming operation?

Name: _____

3.10. Record all fertilizers or soil amendments that you use or plan to use to add plant nutrients in the table below. **Brand names of products and/or source must be included.** If it is an uncommon brand, please attach the ingredients label to your application. Write "N/A" if you do not supplement that nutrient.

FERTILITY INPUTS

<u>Nutrient</u>	<u>Material Applied and Brand Name/ Source</u>	<u>How Applied/Average number of applications per year</u>
Lime		
Calcium		
Magnesium		
Nitrogen		
Phosphorus		
Potassium		
Micro-nutrients		
Other		

Name: _____

3.11.a) If you add any of the following substances to your fields, please supply the information requested in the adjacent columns. Write “**N/A**” if you do not apply that particular substance. You may have already recorded some of these substances in the previous table.

OTHER INPUTS

<u>Substance</u>	<u>Material Applied/Brand Name</u>	<u>Source</u>
Plant Mulches/Plant Meals		
Wood Ash		
Fish or Shellfish Waste		
Bloodmeal		
Bonemeal		
Other		

b) If you apply yard waste, clippings or other municipal compost materials to fields how do you verify that these materials do not contain prohibited substances?

SECTION IV: MANURE

NOT APPLICABLE—DO NOT USE MANURE

NOP 205.203 requires that raw manure be fully composted unless applied to fields with crops not for human consumption or incorporated into the soil 120 days prior to harvest for crops whose edible portions has direct contact with the soil, or 90 days prior to harvest for all other crops for human consumption.

4.1. What forms of manure do you use?

- Liquid Piled
- Semi Composted
- Solid Pelleted
- Other

4.2.a) What is the manure source?

- Own Farm Other (specify farm _____).

If it is a commercial product, we need complete product name & manufacturer:

b) If you use off-farm sources of manure, what are the potential contaminants (pit additives, heavy metals etc.) from these sources?

4.3. Estimate your manure spreading rate on fields: _____ Tons/Acre (or specify other units).

4.4. Where is manure stored before it is spread? _____

4.5. What precautions do you take to be sure there is no contamination of adjacent water bodies?

4.6. a) Is manure applied to crops for human consumption? Yes No

If YES, please answer the following questions:

b) When do you apply manure? _____ (Give approximate dates)

c) When do you begin to harvest crops from fields where manure has been applied? Date: _____
What type of crop? _____

SECTION V: COMPOST

NOT APPLICABLE—DO NOT USE COMPOST

NOP 205.203 requires that compost containing manure or other animal waste, is composted to maintain temperatures between 131F and 170F for a specific number of days, depending on the method of composting. The C:N ratio should be kept between 25:1 and 40:1. A compost production log should be kept to verify compliance. Please refer to the practice manual for more information.

5.1.a) Do you buy compost? Yes No

b) If you buy compost, please identify the compost source(s) (brand name and manufacturer):

c) Is the purchased compost product approved for use in organic production?

Yes No. If YES, please identify who reviewed the compost product:

NOTE: If MOFGA Certification Services or equivalent review body has not independently reviewed the commercial compost product to determine if it meets the standards, a review of the compost producer's records and facility may become necessary as part of your organic farm plan.

5.2. Do you make your own compost? Yes No

If you answered NO to Question 5.2, go to Section 6.

5.3. Is manure or animal by-products an ingredient in your compost? Yes No

5.4. Do you meet the manure waiting period after compost application? Yes No

5.5. Which compost method do you use? Static Pile; Turned Pile; Windrow ;
 Container; Other: _____

Add any additional comments about your method of compost production:

5.6. List all feedstock and other materials added to your compost and the source of these ingredients:

<u>Feedstock</u>	<u>Source</u>
Example: <i>leaves</i>	<i>Own yard</i>

Name: _____

5.7. What is the (estimated) C:N ratio of your compost?

If you answered NO to Question 5.3 or YES to Question 5.4 you may go to Question 5.11.

5.8. 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

5.9. How many times do you mix or turn your compost? _____

5.10. When is the compost applied to fields? Give Field ID and dates applied:

Field ID	Date Applied	Field ID	Date Applied

Make sure your composting records are ready for your inspector.

5.11. 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 VI: PEST, WEED & 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.

What kinds of land management and cultural practices do you use to deal with diseases, weeds, insects and other animal pests? **Please do not list pesticides until Question 6.5.** There we ask you to list the products you turn to as a last resort.

6.1. What crop diseases (fungal, bacterial, viral) do you have and how do you manage them?

Crop Diseases	Management

6.2.a) What kinds of weeds do you have and how do you manage them?

Weeds	Management

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

c) If you use newspapers or other recycled paper for mulch, do you remove glossy paper or paper with colored inks? Yes No N/a

Name: _____

6.3. What kinds of insect or other invertebrate pests do you have and how do you manage them?

Insects	Management

6.4. What kinds of wildlife pests do you have and how do you manage them?

Wildlife	Management

Name: _____

6.6. Do you use any Crop Production Aids such as sticker and spreading agents, pH adjusters etc.?

Yes No If YES, please list:

SECTION VII. MAINTAINING ORGANIC INTERGRITY

NOP 205.272 requires that handling practices and procedures present no contamination risk to organic products or contact with prohibited substances. Packaging materials, bins and storage containers must not contain a synthetic fungicide, preservative, or fumigants. Procedures used to maintain the organic integrity of ingredients or products must be used.

7.1. Commingling

- a) Is any conventional agricultural production occurring on your farm? Yes No
- b) If YES, please list the crops and identify where they are grown. (What fields? Are the fields on your map?)
- c) If YES, what prohibited materials or methods are being used on conventional crops?
- d) If YES, what procedures will/do you use to prevent the commingling of conventional, organic and transitional crops? (Include how you identify and separate allowed and prohibited materials.)
- e) If you sell both organic and conventional products how do you let customers know the difference?

Name: _____

7.2. 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:

- | | |
|---|--|
| <input type="checkbox"/> Agricultural chemical drift & runoff (i.e., prohibited materials applications) | <input type="checkbox"/> Flooding |
| <input type="checkbox"/> Powerline management | <input type="checkbox"/> Treated lumber |
| <input type="checkbox"/> Frontage on roads | <input type="checkbox"/> Transgenic or GE crops |
| <input type="checkbox"/> Industrial area | <input type="checkbox"/> No sources of contamination evident |
| <input type="checkbox"/> Waste storage | <input type="checkbox"/> Other, please specify type of contamination _____ |
| <input type="checkbox"/> Irrigation water | |

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 should also 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 collected harvest and how you prevent commingling with organic products.

7.3. Equipment

a) List all equipment and machines (yours or hired) that are used on your organic crops as well as on conventionally grown crops (yours or some other farmer's) or that is used in some other capacity that is inconsistent with organic production methods. Examples of equipment include combines, tractors, sprayers, storage units, etc.

b) Describe how the equipment is cleaned and what steps are taken to safeguard the organic integrity of your organic product.

Please have an equipment clean out log ready for inspection

c) Did you buy any used equipment? How was it cleaned prior to use on organic land?

d) How is equipment stored after the season?

7.4. Harvest

a) How are organic crops harvested? (mechanical, by hand, other)

b) Do you contract the harvesting of your crops to others? Yes No

If YES, please explain:

c) What type(s) of containers are organic crops harvested into? (bulk trucks, cardboard boxes, waxed boxes, plastic bins, etc.)

d) Are the harvest containers:

New

Used for organic crops only

Cleaned before use

Other, namely _____

Name: _____

7.5. Post Harvest Handling

a) How do you prepare products for storage and/or market?

b) If you wash produce, 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 refrigerate or store produce please describe your storage locations:

e) Do you clean storage units prior to storage of crops?

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

g) Do you use new or used packaging material?

h) Describe how organic products are transported to market.

i) How is produce labeled? Enclose examples of all your product labels.

Name: _____

SECTION VIII: RECORDS

NOP 205.103 requires that records disclose all activities and transactions of the operation, be maintained for 5 years and demonstrate compliance with the NOP rule. All records must be accessible to the inspector.

8.1. During your inspection, one of our inspectors will examine all records related to your farm operation in order to verify compliance with organic standards. Describe all records you maintain to show your operation meets the organic standard.

8.2. Will you retain your audit trail records for five years? Yes No

8.3. NOP regulations require that your recordkeeping system be adopted to your business, and fully disclose all activities and transactions of your operation. Please describe any plans you have to change/ improve your record keeping system.

SECTION IX: NATURAL RESOURCES

NOP 205.200 requires that an organic producer implement practices that maintain or improve the natural resources of this operation including soil and water quality.

9.1. What conservation practices are used on your farm?

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

Signature of Producer _____ Date _____

Signature of Producer _____ Date _____