

Organic Dairy Crop Plan

Please complete this questionnaire if you are requesting organic dairy certification. Use additional sheets if needed. See the Application Checklist for Dairy Operations for additional forms and information that must be submitted with this Plan.

SECTION 1: General Information			NOP Rule 205.401
Name	Farm Name	Certification No.	Date
Mailing Address			
Physical address of operation to be certified, if different than above:			
Farm Phone	Cell Phone	Fax	
Email		Website	
Legal status: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Legal partnership (federal form 1065) <input type="checkbox"/> Other (specify)			
Year first certified	List previous organic certification by other agencies	List current organic certification by other agencies (Attach copy of last determination letter)	Year when complete Organic Dairy Crop Plan was last submitted <input type="checkbox"/> N/A
List all crops, products, and livestock requested for certification. (Use additional sheet if needed)			
List all non-organic crops or products produced on farm, and all non-certified livestock raised on farm. (Use additional sheet if needed)			
If you ever applied to another organic certifying agency and were denied certification, were certified organic in the past, or are currently certified by another certifying agency, check the appropriate box below: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Denied Certification <input type="checkbox"/> Currently Certified by another agency <input type="checkbox"/> Was Certified in the past (list years)			
If you have been denied certification, attach a list of all noncompliances noted by the certifying agent issuing the denial, and corrective actions you took to address the noncompliances. <input type="checkbox"/> I have attached noncompliances and corrective actions <input type="checkbox"/> Not Applicable			
If you are currently certified by another agency, or were previously certified by another agency, submit any noncompliances cited by your previous certifying agent and corrective actions you took to fix the noncompliances: (attach copies of any Notices of Noncompliance, Notices of Proposed Suspension or Revocation of Certification, Notices or Suspension or Revocation of Certification with corrective actions.) If there are no noncompliances, submit a copy of your certification certificate and last post-inspection letter from your certifying agent. <input type="checkbox"/> Not Applicable <input type="checkbox"/> I have attached noncompliances and corrective actions. <input type="checkbox"/> I have attached current certification certificate, and last post-inspection letter.			
Do you have a copy of the current Organic Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have a copy of the current OMRI Materials List? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you intend to certify any poultry, hogs, or other livestock (other than beef) for slaughter this year? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, contact our office for the forms you need to fill out.			
Do you have any off-farm or on-farm processing done? (bottling, cheesemaking, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, have you filled out an Organic Handling Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Please note that you must have an Organic Handling Plan on file to certify the processing/handling portion of your operation. Contact Baystate with your questions or to obtain an Organic Handling Plan.			
Availability for Inspection When are you available to contact? <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening When are you available for the inspection? <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening			
The National Organic Standards require that Baystate Organic Certifiers perform unannounced inspections. You may choose two weekdays that you are not available for unannounced inspections. List them here:			

Have you managed all fields for 3 or more years? Yes No

If No, you must submit signed statements from the previous manager stating the use and all inputs applied during the previous 3 years on all newly rented or purchased fields.

Is lumber with arsenate or other prohibited materials used on farm in contact with soil or livestock? Yes No

If yes, then describe the areas where treated lumber is used:

Are all fields requested for certification located at the main address listed in Section 1? Yes No

If No, complete the following address table for all of your fields both at the main farm address and each parcel that is in a separate location from the main farm address.

PARCEL ADDRESS/ LEGAL DESCRIPTION	FIELD NUMBERS	NUMBER OF ACRES: ORGANIC (O), TRANSITIONAL(T), CONVENTIONAL(C)			RENTED (R) OR OWNED (O)
		O	T	C	

SECTION 3: Seeds and Seed Treatments

NOP Rule 205.204

Complete the Seed Information and Planting Stock Form and submit it with the application. Not Applicable, no seeds used

SECTION 4: Soil and Crop Fertility Management

NOP Rule 205.203 and 205.205

A. GENERAL INFORMATION AND EVALUATION:

What are your general soil types?

What are your soil/nutrient deficiencies? No deficiencies

How do you monitor the effectiveness of your fertility management program?

- soil testing microbiological testing tissue testing observation of soil observation of crop health
- comparison of crop yields crop quality testing other (specify)

How often do you monitor fertility? weekly monthly annually as needed other (specify)

If you do soil testing as part of your fertility management program what was the date of your last soil tests, and what year will you test again? *-Attach copies of available test results.*

Date of Last Soil/Tissue Test:

Estimated Date of Next Soil/Tissue Test:

What are the major components of your soil and crop fertility plan?

- crop rotation green manure plowdown/cover crops interplanting incorporation of crop residues
- subsoiling summer fallow compost on-farm manure off-farm manure soil amendments
- side dressing foliar fertilizers biodynamic preparations soil inoculants other (specify)

A. GENERAL INFORMATION AND EVALUATION, continued:

List all fertility inputs used or intended for use in the current season on proposed organic and transitional fields. Report your manure use in Section 4-D. Not Applicable

PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED, RESTRICTED, OR PROHIBITED?	NUMBER OF APPLICATIONS PER YEAR	REASON FOR USE

If you use or plan to use restricted (R) fertility inputs, how do you comply with the restriction? Not Applicable

If you use fertilizers with high salt content (sodium nitrate, potassium sulfate, etc.), how do you prevent salt build-up? Not Applicable

Do you burn crop residues? Yes No If yes, please describe what materials are burned and why.

Do you apply sewage sludge to fields? Yes No If yes, list fields where applied.

Do you hire custom applicators to apply fertility products including limestone to your fields? Yes No
If yes, do you have documentation showing that applicator equipment was cleaned prior to use? Yes No

B. Pasture Management:

NOP Rule 205.240 requires that the producer of an organic livestock operation submit a functioning management plan for their pastures along with their Organic System Plan.

Describe your overall management plan for your pastures. What practices do you use to ensure pasture of a sufficient quality and quantity is available to graze throughout the grazing season?

What are the dates for the grazing season in your area?
Describe your grazing method.

Do you use irrigation in any of your pastures? Yes No
If yes, list all pastures using irrigation and describe the irrigation method used.

Are all animals on pasture daily during the grazing season? Yes No
If no, explain how often and why they are not on pasture.

C. COMPOST USE: Not Applicable

All compost is required to be produced in accordance with NOP Rule 205.203(c)(2) and NOP Guidance Document #5021

List all compost ingredients/additives.

What composting method do you use? in-vessel static aerated pile windrows other (specify)

What is your C:N ratio?

Do you monitor temperature? Yes No If Yes, what temperature is maintained? For how long?

If compost is windrowed, how many times are materials turned?

Do you produce or use compost/vermicompost tea? Yes No If Yes, list all ingredients and production method(s):

Do you use any products of anaerobic digestion? Yes No If No, skip to section D. If Yes, list all feedstocks (attach a separate list if necessary):

Note: You must have proof that the digestate contains no more than 1,000 MPN fecal coliform per gram of digestate sampled, and does not contain more than 3 MPN Salmonella per 4 grams of digestate sampled. If animal manures are used in the digestate then you must follow the manure days to harvest restrictions. See below for more info.

D. MANURE USE: Not Applicable

NOP Rule 205.203(c)(1) 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 have direct contact with the soil, or 90 days prior to harvest for all other crops for human consumption.

What forms of manure do you use? liquid semi-solid piled fully composted other (specify)

Estimate the quantity of manure generated per year:

What types of crops do you grow? Check all boxes that apply:

- crops not used for human consumption
- crops for human consumption whose edible portion has direct contact with the soil or soil particles
- crops for human consumption whose edible portion does not have direct contact with the soil or soil particles

If you grow crops for human consumption and use raw manure, complete the following table. If you are composting manure according to the NOP definitions of compost, please fill out Section B above.

CROP(S)	FIELD NUMBERS	DATE MANURE IS APPLIED	EXPECTED HARVEST DATE

What is the source of the manure you use? On-farm Off-farm Not Applicable

List all sources of off-farm manure:

List all manure ingredients. Include all bedding present in the manure, and anything added to the manure after it's generated, including pit additives, feed additives that are designed to be present in the manure, pesticides, etc.

You must have documentation from any off-farm source that lists anything mixed in with or added to the manure.

E. NATURAL RESOURCES:

NOP Rule 205.200 and 205.203(a) requires maintaining or improving the natural resources of the operation, including soil and water quality. Practices must minimize erosion. Irrigation water must not contaminate organic crops with prohibited materials. Water usage conservation should be part of the irrigation plan.

What soil conservation practices are used? terraces contour farming strip cropping winter cover crops
 undersowing/interplanting conservation tillage permanent waterways windbreaks firebreaks
 tree lines retention ponds riparian management maintain wildlife habitat other (specify)

Describe how you monitor the effectiveness of your soil conservation program. (examples of monitoring include checking for signs of erosion and manure runoff, etc).

How often do you monitor soil conservation? weekly monthly annually as needed other (specify)

What soil erosion problems do you experience (why and on which fields)? None

Describe your efforts to minimize soil erosion problems listed above. Not Applicable

Are all of your yards, feeding pads, feedlots, and laneways well drained, kept in good condition, and managed to prevent runoff of wastes? Yes No Describe the management practices you use in the yards, feeding pads, etc.:

How often is manure removed from the yards, feeding pads, etc.?

WATER USE: List water sources and their uses in the table below.

SOURCE – POND, MUNICIPAL, CREEK, ETC.	USES - LIVESTOCK, IRRIGATION, CROP WASHING, SPRAYS, GREENHOUSE, ETC

Baystate requires, at a minimum, that initial water tests for coliform be submitted for water used to wash crops for human consumption, and water used in the milk room. Additional tests may be required based on risk factors.

What practices are used to protect water quality?

fencing livestock from waterways scheduled use of water to conserve its use tensiometer/monitoring
 laser leveling/land forming drip irrigation micro-spray other (specify)

What practices do you use to protect wetlands and riparian areas on farm or that border your farm?

List known contaminants in water supplies in your area. Attach residue analysis and/or salinity test results, if applicable.

Describe your efforts to minimize water contamination problems listed above. Not Applicable

Describe how you monitor the effectiveness of your water quality program.

How often do you monitor water quality? weekly monthly annually as needed other (specify)

The NOP Organic Standards require a crop rotation plan that maximizes soil organic matter, prevents weed, pest, and disease problems, and manages deficient or excess plant nutrients. Your crop rotation may include sod, cover crops, green manure crops, and catch crops.

A. CROP ROTATION PLANS:

Describe your crop rotation plan(s) for all fields and greenhouses (crops grown in ground).

-Be sure to include specific rotation methodology, use of cover-cropping, and rotation periods/frequencies.

B. WEED MANAGEMENT PLAN: No weeds

Approved synthetic materials on the National List (205.601) may only be used when management practices fail to prevent or control problems. All weed, pest, and disease inputs must be approved. A "restricted" input has specific ways that it may or may not be used. If you use a "restricted" material, you must show how you comply with the restriction(s).

What weeds do you have?

What weed control methods do you use? biodegradable mulch crop rotation field preparation
 conventional herbicides prevention of weed seed set delayed seeding monitoring soil temperature
 soil sterilization use of fast emerging varieties mechanical cultivation use of hand tools hand weeding
 mowing livestock grazing flame weeding smother crops summer fallow natural mulch
 synthetic mulch corn gluten restricted herbicides other (specify)

If you use restricted herbicides, list products, areas where used and how you comply with the restriction. None used

If you use plastic or other synthetic mulches, is the mulch removed at the end of the growing or harvest season?

Yes No Not Applicable If no, why not?

If you use corn gluten, is the corn genetically modified? Yes No Not Applicable

If no, what verification do you have?

If you use newspaper or other paper as mulch, is any of it glossy or with colored inks? Yes No Not Applicable

Do you keep records of where and when you use restricted materials? Yes No

EVALUATION:

Rate the effectiveness of your weed management program: excellent satisfactory needs improvement

What changes do you anticipate?

How do you monitor the effectiveness of your weed management program? weed counts observation of weed types
 comparison of crop yields records kept of observations/counts other (specify)

How often do you do the monitoring? weekly monthly annually as needed other (specify)

C. PEST MANAGEMENT PLAN: No pests

What pests do you have? insects (list) rodents gophers birds other animals (specify)

Do you work with a pest control advisor? Yes No If Yes, give name and contact information.

What strategies do you use to control pest damage to crops? None used

- crop rotation selection for plant species/varieties development of habitat for natural enemies timing of planting
- companion planting frog ponds bat houses bird houses hand picking monitoring trap crops
- physical barriers physical removal traps lures IPM insect repellents animal repellents
- release of predators/parasites of pest species use of approved products use of restricted products
- limited use of prohibited products other (specify)

List all pest control products used or available for use on organic and transitional fields. Not Applicable

PEST	PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED, RESTRICTED, OR PROHIBITED?	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION

Do you keep a record of pest control material use? (i.e., specific dates/fields that you apply materials) Yes No

How do you monitor the effectiveness of your pest control program? insect monitoring with traps
 observation of crop health comparison of crop yields monitoring records kept other (specify)

How often do you monitor for pest control? weekly monthly annually as needed other (specify)

D. DISEASE MANAGEMENT PLAN: No diseases

What diseases do you need to control?

- What disease prevention strategies do you use?** crop rotation field sanitation plant spacing
- selection of plant species/varieties timing of planting/cultivating vector management soil balancing
 - solarization companion planting compost/tea use use of approved materials
 - use of restricted materials limited use of prohibited materials other (specify)

List all disease control products used or available for use on organic and transitional fields. Not Applicable

DISEASE	PRODUCT	BRAND NAME OR SOURCE	STATUS: APPROVED, RESTRICTED, OR PROHIBITED?	IF RESTRICTED, DESCRIBE COMPLIANCE WITH NOP RULE ANNOTATION

How do you monitor the effectiveness of your disease management program? soil testing microbiological testing
soil observation crop observation comparison of yields monitoring records kept other (specify)

How often do you monitor diseases? weekly monthly annually as needed other (specify)

A. ADJOINING LAND USE:

NOP RULE 205.202(c) requires that organic production areas have distinct boundaries and buffer zones to prevent the unintended application of a prohibited substance or contact with a prohibited substance that is applied to adjoining land not under organic management. Buffers must be sufficient in size or other features (windbreaks, diversion ditches) to prevent the unintended contact by prohibited substances applied to adjacent land areas. Abutter Forms may be required for buffers that are less than 50 feet from neighboring conventional production. Buffers will be checked at your inspection.

List specific buffer areas you maintain. (Show all adjoining land uses on your field maps.) Not Applicable

LOCATION OR FIELD NUMBER	TYPE OF BUFFER (CROP LAND, TREELINE, HEDGEROW, WILDLIFE PLANTING, GRASS STRIP)	WIDTH OF BUFFER	ADJOINING LAND USE	IF CROP IS HARVESTED FROM BUFFER, DESCRIBE USE (SALE, NON-ORGANIC LIVESTOCK FEED, SEED, ETC.)

Do you harvest crops from your buffer areas? Yes No

If yes, what safeguards do you use to protect organic crops from contact with buffer crops during harvest?

What written notifications do you have to prevent accidental contamination of organic crops None

- highway departments electric companies aerial spray companies/airports
- adjoining landowners drainage commissions farm service office other (specify)

Have you posted "No Spray" signs along roadsides that adjoin organic fields? Yes No

Do any fields or portions of fields flood frequently? (more than once every ten years) Yes No

If yes, list field numbers:

How do you monitor for crop contamination? visual observation residue analysis GMO testing

- photographs wind direction/speed data other (specify)

How often do you monitor crop contamination? weekly monthly annually as needed other (specify)

B1. TRANSITIONAL CROPS: If you grow any transitional crops, please fill out the following table: Not Applicable

SPECIFIC TRANSITIONAL CROPS/VARIETIES	LOCATION(S) GROWN	ACREAGE/ESTIMATED YIELD

B2. CONVENTIONAL CROPS: If you grow any conventional crops, please fill out the following table: Not Applicable

SPECIFIC CONVENTIONAL CROPS/VARIETIES	FIELD NUMBERS	TOTAL ACREAGE	INPUTS USED	PLANNED USE OF CROP (SALE, SEED, NONORGANIC LIVESTOCK FEED, ETC.)	CHECK IF GMO (✓)

E. POST-HARVEST HANDLING: Not applicable

Post-harvest handling examples include produce washing and/or packing, seed or grain cleaning, corn shelling, etc. NOP Rules 205.272 and 205.201(a)(5) require that post-harvest handling procedures do not contaminate organic products with non-organic crops or prohibited materials.

Describe your post-harvest handling procedures and equipment.

Is the post-harvest handling area and equipment used for both organic and non-organic products? Yes No

If yes, describe steps taken to prevent commingling and contamination.

Does packaging present any contamination problems for your organic products? Yes No If Yes, what are they?

Check types of packaging material used: bulk paper cardboard wood glass metal
 foil plastic waxed paper aseptic natural fiber synthetic fiber other (specify)

In what form are finished products shipped? dry bulk liquid bulk tote bags tote boxes paper bags foil bags
 metal drums mesh bags cardboard drums cardboard cases plastic crates other (specify)

F. CROP STORAGE: No organic crop storage

Crop storage is the time between harvest and sale for any product not sold directly from the growing area. Operators must keep organic and non-organic crops in separate storage areas and prevent commingling and contamination.

Describe your storage locations.

STORAGE ID/NAME	TYPE OF CROPS STORED	STORAGE TYPE -FRIDGE, ROOT CELLAR, BARN, MOW, SILO, ETC)	CAPACITY/SIZE	ORGANIC (O), TRANSITIONAL (T), BUFFER (B), CONVENTIONAL (C)

Do you use the same storage areas for organic, transitional, buffer, and/or conventional crops. Yes No

-If Yes, how do you segregate organic crops from non-organic crops?

How do you clean storage units prior to storage of organic crops?

How do you prevent/control insect pests in crop storage areas? No insect problems

How do you control rodents in crop storage areas? No rodent problems

Do you use any materials on or around stored crops? Yes No If Yes, please list all materials and reason(s) for use.

G. TRANSPORTATION: Not Applicable

Describe how organic products are transported to market and who is responsible for transportation.

What potential contamination or commingling problems do you have with transport of organic crops to sale? None

What steps are taken to protect the integrity of organic products during transport to market?

- dedicated organic only product sealed in impermeable containers inspecting transport units prior to loading
 cleaning transport units prior to loading use of Clean Truck Affidavits
 letter/contract with transport company stating organic requirements other (specify)

SECTION 7: Record Keeping System

NOP Rule 205.103

NOP Rule 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. Organic products must be tracked back to the field/location where they were produced/harvested. All records must be accessible to the inspector.

A. RECORDS: Please have these records available for the inspector, as applicable.

Which of the following records do you keep for organic production?

- field maps
 field activity log(s)
 field history sheets (previous three years)
 documentation of previous land use for rented and/or newly purchased land
 input records for soil amendments, seeds, manure, foliar sprays, and pest control products (keep all labels)
 documentation of attempts to source organic seeds and/or planting stock
 documentation of organic seedlings
 residue analyses of inputs (i.e., manure sourced off-farm)
 compost production records
 monitoring records (soil tests, tissue tests, water tests, quality tests, observations)
 equipment cleaning records
 harvest records that show field numbers, date of harvest, and harvest amounts (including custom harvest records)
 samples of labels in use
 storage records that show storage location, storage identification, field numbers, amounts stored, and cleaning activities
 clean transport records
 sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)
 shipping records (scale ticket, dump station ticket, bill of lading)
 documentation of bought-in organic product for resale
 other (please specify)

How long do you keep your records? The standards require that records be kept for 5 years.

- 1 year 2 years 3 years 4 years 5 years Other (specify):

Which of the following records do you keep for conventional production?

- field maps labor records field history sheets
 storage records input records sales records
 harvest records shipping records other (specify)

B. MARKETING:

Type of Marketing:

- farmers market direct to retail CSA/subscription service wholesale on-farm retail
 bulk commodities to processor contract to buyer internet/website other (specify)

Are you using any labels to market your organic produce or products? Yes No

-If yes, have you submitted all labels for review and approval prior to use? Yes No

Do you plan on selling any of your crops in Canada? Yes No

If yes, have any of these crops had sodium (Chilean) nitrate applied to them? Yes No

If selling any crops in Canada, have any of the crops been grown hydroponically? Yes No

Do you purchase any organic or non-organic crops or products from other farms, or other sources, for resale by your farm? Yes No If Yes, list all products and describe how they are labeled and marketed.

SECTION 8: Affirmation

I affirm that all statements made in this application are true and correct. No prohibited products have been applied to any of my organically managed fields during the three-year period prior to projected organic harvest. I understand that my operation may be subject to inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and National Organic Program Rules and Regulations. I understand that acceptance of my application for organic certification in no way implies granting of certification by Baystate Organic Certifiers. I agree to provide further information as required by Baystate Organic Certifiers.

Furthermore, I agree to abide by the following general requirements for certification as specified in section 205.400 of the National Organic Standards. A person seeking to receive or maintain organic certification must:

1. Comply with the Organic Food Productions Act and all applicable regulations specified in the National Organic Standards and with all Baystate Organic Certifiers certification requirements as outlined in the Baystate Organic Certifiers Program Manual.
2. Establish, implement, and update annually an organic production or handling system plan that is submitted to Baystate Organic Certifiers.
3. Permit on-site inspections by Baystate Organic Certifiers with complete access to the production or handling operation, including noncertified production and handling areas, structures, and offices.
4. Maintain all records applicable to the organic operation for not less than 5 years beyond their creation and allow authorized representatives of the Secretary of Agriculture, and Baystate Organic Certifiers access to such records during normal business hours for review and copying to determine compliance with the Organic Food Productions Act and all applicable regulations specified in the National Organic Standards.
5. Submit applicable fees according to the Baystate Organic Certifiers' Fee Worksheet.
6. Immediately notify Baystate Organic Certifiers concerning any:
Application, including drift, of a prohibited substance to any field, production unit, site, facility, livestock, or product that is part of an operation; and
Notify Baystate of any change in a certified operation or any portion of a certified operation that may affect its compliance with the Act and the regulations in this part.
7. Submit all labels used to market organic produce, meat, or products to Baystate Organic Certifiers for review and approval prior to using these labels to market the produce, meat, or products.

Signature of Operator _____ Date _____

I have made copies of this questionnaire and other supporting documents for my own records, or maintain digital records.

Submit completed form, fees, and supporting documents to:

Baystate Organic Certifiers

c/o Don Franczyk

1220 Cedarwood Circle

N. DIGHTON, MA 02764

