

Organic Poultry Plan

Please complete this questionnaire if you are requesting organic certification for poultry and eggs. If you plan on certifying any other livestock, please complete the Organic Livestock Plan instead of this plan. If you want to certify any crops for sale, please complete the Organic Farm Plan. See the Application Checklist for Poultry for additional information to submit with this Plan.

SECTION 1: General Information		205.201, 205.300-11, 205.401	
Farm name:	Date:	Organic certification number:	
Owner:	Phone:	Email:	
Primary contact for certification (if different than owner):	Primary contact phone:	Primary contact email:	
List other authorized contacts with their titles and contact information (email/phone number):			
<i>If you have completed the Organic Farm Plan, skip to Section 2</i>			
Physical Address (if different than main farm operation):	City:	State/province:	Postal/zip code:
Legal status: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> LLC <input type="checkbox"/> Legal partnership (federal form 1065) <input type="checkbox"/> Other (specify)			
1-1. What are you requesting to certify as organic? (check all that apply) <input type="checkbox"/> Chickens – Layers <input type="checkbox"/> Chickens – Broilers <input type="checkbox"/> Turkeys <input type="checkbox"/> Ducks <input type="checkbox"/> Geese <input type="checkbox"/> Eggs <input type="checkbox"/> Other (specify): <p style="text-align: center;"><i>If you wish to certify any crops for sale, please complete the Organic Farm Plan.</i></p> <p style="text-align: center;"><i>If you wish to certify any livestock in addition to poultry, please complete the Organic Livestock Plan.</i></p>			
1-2. List all non-organic livestock on farm: <input type="checkbox"/> N/A			
1-3. Has this operation, or a responsible party (owner) connected to this operation, ever previously held organic certification? <input type="checkbox"/> Yes <input type="checkbox"/> No List previous years certified organic and name of accredited certifying agency: List current organic certification by other accredited certifying agencies:			
1-4. Has organic certification ever been denied, suspended, or revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a If yes, describe the circumstances and attach all noncompliance noted by the certifying agent issuing the decision and corrective actions you took to address the noncompliance: <input type="checkbox"/> I have attached noncompliance and corrective actions. <i>If previously certified by another certifying agency, or currently certified by another agency, submit your last certificate issued, the last post-inspection letter received, and any noncompliance cited and corrective actions you took to fix the noncompliance.</i> <input type="checkbox"/> I have attached noncompliance and corrective actions. <input type="checkbox"/> I have attached current certification certificate and last post-inspection letter.			
1-5. Do you have access to the current Organic Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No 1-6. Do you have access to the current OMRI Materials List? <input type="checkbox"/> Yes <input type="checkbox"/> No 1-7. Are you certifying any processed poultry products (products other than the birds and meat products)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, have you completed the On-Farm Handling Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No			
1-8. Preferred time for inspection visit: <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon 1-9. The NOP requires that Baystate Organic Certifiers perform unannounced inspections. You may choose two weekdays that you are <u>not</u> available for unannounced inspections. List them here:			

NOP Rule requires a total feed ration composed of agricultural products, including pasture and forage, that are organically produced and, if applicable, organically handled: Except that, non-synthetic and synthetic substances allowed under 205.603 and 205.604 may be used as feed additives and supplements.

4A. FEED RATIONS:

4A-1. Complete the table for feed rations. List each feed item, what % of the total ration it is, and whether it is Organic (O), Transitional (T) or Conventional (C). EXAMPLE: Cracked corn, 40% (O). If you're using blends, list manufacturer, blend name and type of blend and submit an ingredients list with this Plan. For each new blend and for new applicants, submit an organic certificate for the blend manufacturer.

Chicks:	
Pullets:	
Layers:	
Broilers:	
Turkeys:	
Ducks:	
Geese:	
Other:	

4B. PURCHASED FEED:

4B-1. Did you purchase or do you plan on purchasing any feed this year? Yes No
If yes, fill out the table below.

Type of Purchased Feed	Sources	Certified By?	Quantities	Dates Purchased

4B-2. Do you process feed (mix, grind, roast, extrude, etc.) on-farm? Yes No
If yes, is the equipment also used to process conventional products? Yes No
If yes, how is equipment cleaned prior to processing organic feed to prevent contamination?

4B-3. What is your plan for emergency feed supplies?

4C. ON-FARM FEED

4C-1. Growing feed:

- I grow organic crops on-farm for sale and have filled out the Organic Farm Plan.
- I grow organic crops and/or feed scraps from my garden on-farm for my poultry but do not sell organic crops.
- I do not grow crops (skip to next section.)

4C-2. If you grow crops on-farm for your poultry or feed scraps/waste from your garden, describe your growing system for raising these crops: N/A

4C-3. List all fertilizers, pest and disease control materials and other inputs used on your crops. All inputs must be compliant with the Organic Standards in order for the crops to be fed to your poultry. N/A

4C-4. Do you feed non-organic feed to any other animals on the farm? Yes No

- If yes, where is the non-organic feed stored?
- If yes, how do you prevent your poultry from consuming the non-organic feed?

4D. FEED SUPPLEMENTS & ADDITIVES

NOP Standards define a feed additive or supplement as nutrient(s) mixed with feed or offered free choice to improve the overall nutrient balance of the feed ration or fill a specific nutritional need. All agricultural ingredients in feed supplements and additives must be organic; certain synthetics are also allowed under NOP 205.603.

4D-1. Did you purchase or do you plan on purchasing any feed supplements or additives this year? Yes No

If yes, fill out the table below, including oyster shell, grit, minerals, etc.

Feed Supplement/Additive	Sources	Approved? Yes or No	Reason for Use

4E. FEED STORAGE:

4E-1. Do you have any feed storage? Yes No

If yes, fill out the table below, including any storage not listed on the Organic Farm Plan for crop storage.

Storage ID	Type of Storage (Silo, Bin, etc.)	Capacity	Type of Feed Stored (Bulk/Bagged Grain, etc.)	Dedicated to Organic Feed? Yes or No

4E-2. How do you control pests (insects, rodents, etc.) in organic feed storage areas? none good sanitation
 screened windows/vents removal of habitat/food sources crack/crevice spray electrocutors sticky traps
 inspection zones around interior perimeter physical barriers sheet metal on building exterior sealed doors/windows
 ultrasound/light devices repairs of holes/cracks, etc. pheromone traps mechanical traps other (specify)

4E-3. Do you keep records of your pest monitoring and management activities? Yes No

Water used for organic poultry must be potable and readily accessible. Tests for coliform, nitrates and other contamination may be required based on risk factors. The Organic Standards requires manure to be managed so that it does not contribute to contamination of crops, soil, and water.

5A. WATER

5A-1. What are your sources of water for poultry use?

- on-site well municipal river/creek/pond spring other (specify):

5A-2. Do you use additives in the water, such as cider vinegar? Yes No

If yes, are they organic? Yes No

5A-3. How do you manage water for the needs of the poultry, native species and/or riparian areas? N/A

- water conservation planting drought-tolerant natives correct pond locations use fish screens with pumps
 scheduled irrigation protect/improve natural function of riparian area other (specify)

5A-4. Known contaminants in water supplies in your area: (attach residue analysis and/or salinity test results, if applicable)

5A-5. How do you minimize water contamination problems? N/A

- fencing poultry from waterway fertilizer/compost stored away from water prevent nutrient leaching from over-irrigation
 grassy waterways/wetlands/riparian buffers to filter water other (specify)

5B. MANURE MANAGEMENT

5B-1. Check all methods of manure management with the manure from your flocks:

- left on pasture/outdoor access areas spread on fields compost pile bagged and sold other (specify)

5B-2. Estimated quantity of manure generated per year: _____ tons

The Organic Standards requires poultry living conditions to accommodate their health & natural behaviors. Poultry must have access to the outdoors, shade, shelter, exercise areas, fresh air, and direct sunlight suitable to the species, its stage of production, the climate, and the environment.

6A. HOUSING

6A-1. List all housing provided to each poultry group. N/A, no housing provided.

Type of Housing (shed, stationary coop, mobile coop or tractor)	Poultry Group Housed	Number of Birds Housed	Dimensions or Square Footage	Linear Ft of Roosting Space	Number of Nesting Boxes

6A-2. What types of bedding are you using in their housing and nesting boxes? (Check all that apply.)

- Feed source types: Grass Hay Straw Other edible roughage
 Non-feed source types: Sawdust Wood shaving Other non-edible material

6A-3. If you are using straw, hay or other edible roughage as bedding, is it sourced as organic? Yes No N/A

If yes, what are the sources?

If yes, do you have proof on file that the source is organic? Yes No

6A-4. How often is housing cleaned out?

6A-5. How is housing cleaned?

6A-6. List any sanitation and/or cleaning materials used, including brand and manufacturer: N/A, no materials used

6A. HOUSING (cont.)

6A-7. How is ventilation provided?

6A-8. Is day length regulated using artificial light? Yes No
If yes, how many hours of total light are given?

6A-9. Is treated lumber used on farm in contact with soil or poultry? Yes No
If yes, describe the areas where treated lumber is used:

6B. PASTURE & OUTDOOR ACCESS

6B-1. How many hours per day are poultry confined and not given any outdoor access?
Spring: Summer: Fall: Winter:

6B-2. Have you confined poultry for a full day or longer at any time during the past year? Yes No
If yes, do you record the days poultry are confined? Yes No
If yes, what kind of record are you maintaining? Calendar Notebook Spreadsheet Other (specify):
If yes, describe every situation in which poultry were confined:

6B-3. List all pastures and outdoor access areas used for poultry. No outdoor access given

Pasture / Area ID	Acres / Square Feet	Type of Poultry and Maximum Number of Poultry on Pasture	Seasons When Poultry Has Access

6B-4. If your poultry spend most of the time indoors year-round, how do you accommodate their natural behaviors?
 provide feed outside provide water outside provide cover near doorways other (specify):

6B-5. Does each area have sufficient shade, dust baths, shelter and direct sunlight for all birds using it? Yes No
If no, list which areas do not and why:

6B-6. If you are using small outdoor access areas for your poultry, how do you make sure that the poultry do not wear out the area and take the area down to bare dirt?

SECTION 7: Health Management 205.238, 205.603, 205.604

The Organic Standards require preventive poultry health care practices be used when needed. When preventives and veterinary biologics are insufficient to prevent sickness, synthetic medications may be used provided that such medications are allowed under NOP 205.238.

7-1. How do you manage poultry health? Check all that apply.
 selective breeding raise own replacement stock isolation for purchased/diseased birds culling vaccinations
 good sanitation access to outdoors dry bedding good ventilation in housing good quality feed
 pasture rotation nutritional supplements probiotics other (specify):

7-2. Do you withhold conventional treatment from an ill bird after organic methods have failed in order to maintain its organic status? Yes No

7A. HEALTHCARE MATERIALS: Not Applicable, skip to next section

7A-1. List all healthcare materials and treatments in use or planned for use, including vaccinations, hormone use, antibiotic use, and parasiticides.

Material Brand Name & Manufacturer	Birds Used On	Reason for Use	When Used	Approved? Yes or No

7B. PHYSICAL ALTERATIONS: Not Applicable, skip to next section

Organic Standards require physical alterations as needed to promote the animal's welfare be performed in ways that minimize pain and stress.

7B-1. Fill out the table below, including any administered by a veterinarian.

Surgical Procedure	Method and Tools Used	Reason for Procedure
Beak Trimming		
Toe Clipping or Punching		
Other (specify):		

7C. PEST AND PREDATOR CONTROLS:

7C-1. Check all pest and predators that you monitor your animals for:

none flies parasites raptor predators reptilian predators small and large mammalian predators

7C-2. What strategies do you use to coexist with and reduce conflicts with predators? N/A

use guard animals predator lights restrict grazing when predator pressure is high night corrals electric fencing
 shooting predators livestock bred for protective instincts small and large animals grazed together other (specify)

7C-3. Do you keep records of pest and/or predator material use? Yes No

7C-4. List all pest and predator control materials (including any poison baits) used or planned for use: N/A

Pest or Predator	Material Used	Brand Name / Manufacturer	Approved? Yes or No

SECTION 8: Slaughter

205.100, 205.239, 205.272

The Organic Standards require humane methods of loading, unloading, holding and slaughter. Slaughter facilities must be certified.

8A. SLAUGHTER Not Applicable, skip to next section

8A-1. How do you slaughter your poultry?

on-farm slaughter with own equipment off-farm certified organic slaughter facility
 on-farm rented organic mobile processing unit (MPPU) off-farm non-organic slaughter facility

8A-2. If birds are slaughtered off-farm, provide the facility's organic status, name and contact information: N/A

You must maintain organic certificates on file for any off-farm certified organic slaughter facilities.

8A-3. I have submitted a layout drawing or diagram of the on-farm slaughter setup: Yes No N/A, slaughter is off-farm (skip to SECTION 3J).

8A-4. For on-farm slaughter, describe your slaughter and meat processing procedures:

I have submitted a written Process Flow Description and/or Flow Chart for slaughter/meat processing.

If you want to certify any multi-ingredient poultry products or if you want to be certified to slaughter anyone else's organic poultry, you must submit an On-Farm Handling Plan.

SECTION 8: SLAUGHTER (cont.)

8A-5. Source of water for slaughter and meat processing: municipal on-site well other (specify)

8A-6. Known contaminants in water supplies in your area: *(attach residue analysis and/or sanity test results, if applicable)*

8A-7. How do you minimize water contamination problems? N/A
 grass waterways/riparian area to filter water other (specify)

8A-8. List all pest management practices you use, including passive measures like glue boards, pheromone traps and bait stations. If using bait stations, list the brand and manufacturer of bait used:

8A-9. Check all aspects of your waste management system that apply:
 on-site dumpster material recycling daily pick-up of waste composting field application of waste
 other (specify)

8B. SLAUGHTER EQUIPMENT: Not Applicable
Equipment must be free of non-organic residue and cleaned prior to use if used on both organic and conventional areas.

8B-1. List equipment used for slaughter and/or meat processing.

Equipment Type	Owned (O), Rented (R), Custom Hired (C)	Used on Organic and Conventional (Yes or No)	How Is Equipment Cleaned Before Use on Organic?	Cleaning Documented? (Yes or No)

8C. SANITATION

8C-1. How are equipment and production areas cleaned before organic slaughter and/or meat processing? List all cleaners and sanitizers used:

8C-2. Do you use different cleaners/sanitizers for non-organic processing? Yes No N/A
 If yes, please list cleaners/sanitizers used:

8C-3. Where are cleaning/sanitizing materials stored?

8C-4. Are all surfaces which contact organic products food grade? Yes No N/A

8D. TRANSPORT Not Applicable

8D-1. I transport my birds: For sale as live birds For slaughter to organic slaughter facility
 For slaughter to non-organic slaughter facility *(skip to next section)*

8D-2. How are birds caught and loaded onto transport?

8D-3. What form of transportation is used?

8D-4. How many hours from loading until point of sale or time of slaughter?

8D-5. Are poultry provided food in transit? Yes No

8D-6. Are poultry provided water in transit? Yes no

SECTION 9: Egg Production

205.100, 205.270

The Organic Standards require facilities that handling organic eggs to be certified and inspected to verify that organic integrity is maintained.

9-1. How are your eggs cleaned and inspected? Not Applicable, skip to the next section

- on-farm facility
 off-farm facility

9-2. If you are using an on-farm facility, list any egg washes or additives to the water such as chlorine in use: N/A

9-3. If you are using an off-farm facility, provide the facility's organic status, name and contact information: N/A

You must maintain organic certificates on file for any off-farm certified egg facilities.

SECTION 10: Poultry Identification

205.236, 205.272

The Organic Standards require flock identification. Separation and identification are required for those birds that have been treated with prohibited products.

10-1. What methods do you use to identify your organic flocks? (check all that apply)

- none, flocks are commingled different species different breeds separate housing
 separate by hatch/arrival date other (specify):

10-2. If an individual bird required conventional treatment, how would they be identified and/or segregated?

SECTION 11: Monitoring and Recordkeeping

205.103

The Organic Standards require 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.

11A. MONITORING:

11A-1. How do you monitor the implementation of your organic system plan, including recording the frequency of your monitoring? (Check off all that apply.)

- Updating of the Organic Poultry Plan and accompanying documents annually other (specify)
 Auditing your own recordkeeping annually monthly other (specify)
 Do you keep records of your internal audits? Yes No
 Verification that material label instructions are followed? daily weekly monthly other (specify)
 Do you keep records of these verifications? Yes No
 Other monitoring (specify): annually monthly other (specify)

11B. RECORDKEEPING:

11B-1. Which of the following records do you keep for organic poultry production? (Check all that apply)

- maps of all pastures and outdoor access areas
- pasture and outdoor access records
- purchase records for new birds
- purchase records for feed/feed supplements
- organic certificates for purchased feed and/or organic birds
- feed storage records
- health records (mortalities, parasite issues, excessive pecking, injuries, etc.)
- egg production records
- monitoring records (soil tests, water tests, quality tests, recorded observations)
- samples of labels in use
- slaughter/processing records
- sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)
- shipping records (scale ticket, bill of lading)
- other (specify)

11B-2. Describe your overall recordkeeping system: paper digital both paper and digital field notebooks
 daily record sheets monthly spreadsheets phone apps other (specify)

11B-3. Does your recordkeeping system disclose all activities from purchase or birth of poultry through egg/meat production and/or sale of products? Yes No

11B-4. How long do you keep your records? *The Organic Standards require 5 years minimum.*
 1 year 2 years 3 years 4 years 5 years other (specify)

11C. MARKETING:

11C-1. Types of marketing: farmers market direct to retail CSA/subscription service wholesale on-farm retail
 internet/website bulk to processor contract to buyer other (specify)

11C-2. Do you sell live birds? Yes No

11C-3. 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

11C-4. Do you import organic ingredients for processed products or poultry feed for your farm from Canada or any other foreign country? Yes No
If yes, then you must fill out the Baystate Crop/Livestock Import/Export Addendum.

11C-5. Do you export organic poultry products to Canada or any foreign country? Yes No
If yes, then you must fill out the Baystate Crop/Livestock Import/Export Addendum.

SECTION 12: Affirmation

I affirm that all statements made in this application are true and correct. I understand my facility may be subject to inspection and/or residues sampling at any time deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and NOP Rules and Regulations. I understand 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 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 Schedule.
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 Owner/Manager: _____ Date _____

I have made copies of this Organic Handling Plan and other supporting documents for my own records.

Application forms may be emailed to: applications@baystateorganic.org.

**Submit hardcopy application packets, copies, fees, and supporting documents to:
Baystate Organic Certifiers, c/o Don Franczyk, 1220 Cedarwood Circle, N. Dighton, MA 02764**