Organic Mushroom Plan

Please complete this questionnaire if you are requesting organic mushroom certification only. If certifying other crops in addition to mushrooms, please fill out the Mushroom Addendum to Crop Plan. See the Application Checklist for Growers for additional information that must be submitted with this Plan.

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| **SECTION 1: General Information** | **205.201, 205.300-11, 205.401** |
| Farm name:       | Date:      | Organic certification number:       |
| Owner name(s):       | Contact for certification (if different than owner):       |
| Mailing Address:      | City:       | State/province:      | Postal/zip code:      |
| Physical Address (if different than above):      | City:       | State/province:      | Postal/zip code:      |
| Phone:      | Mobile phone:      |
| Email:      | Website:      |
| Legal status: [ ]  Sole proprietorship [ ]  Corporation [ ]  Cooperative [ ]  Trust or non-profit [ ]  LLC [ ]  Legal partnership (federal form 1065) [ ]  Other (specify)       |
| List all non-organic crops and products produced at the operation, including all non-organic livestock raised at the operation:      |
| **Has this operation, or a responsible party (owner) connected to this operation, ever previously held organic** **certification?** [ ]  Yes [ ] No List previous years certified organic and name of accredited certifying agency:        List current organic certification by other accredited certifying agencies:      **Has organic certification ever been denied, suspended, or revoked?** [ ]  Yes [ ]  No [ ]  n/a If yes, describe the circumstances and attach all noncompliances noted by the certifying agent issuing the decision and  corrective actions you took to address the noncomplainces:       [ ]  I have attached noncompliances and corrective actions. *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 noncompliances cited and corrective actions you took to fix the noncompliances.* [ ]  I have attached noncompliances and corrective actions.  [ ]  I have attached current certification certificate, and last post-inspection letter.  |
| **Do you have access to the current Organic Standards?** [ ]  Yes [ ] No**Do you have access to the current OMRI Materials List?** [ ]  Yes [ ] No**Do you intend to certify any livestock (slaughter stock, dairy, poultry) this year?** [ ]  Yes [ ] No If yes, have you completed the appropriate Organic Poultry or Livestock Plans? [ ]  Yes [ ] No**Are you certifying any on or off-farm mushroom processing (teas, tinctures, etc.)?** [ ]  Yes [ ] No If yes, have you completed the Handling Plan? [ ]  Yes [ ] No*Be sure to complete SECTION 8 of this application. Please note that you must submit an Organic Poultry or Livestock Plan to certify any livestock or an Organic Handling Plan to certify any processing, handling or trading. Contact Baystate Organic Certifiers to obtain the appropriate forms.* |
| **Preferred time for inspection visit:** [ ]  Morning [ ]  Afternoon**The NOP requires that Baystate Organic Certifiers perform unannounced inspections. You may choose two weekdays that you are not available for unannounced inspections. List them here:**       |

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| **SECTION 2: General Growing Information** | **205.201, 205.202** |
| *Attach Field/Greenhouse History Affidavits for all new fields or growing areas, newly transitioning areas, and fields you’ve had less than 3 years. Attach updated Field/Greenhouse Histories for already certified fields.***List each production area in the operation, whether they are organic, transitional or conventional:** |
| **Growing Area IDs** | **Parcel Address/Legal Description** | **Total Number of Acres or Square Footage:** **Organic Transitional Conventional** | **Indoor Growing?****(Yes or No)** | **Rented (R)****or Owned (O)** |
|       |       |       |       |       |       |       |
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| **If treated wood is used in any part of the production areas, where is it located?** [ ]  Not Applicable     **Describe the production cycle for each mushroom crop from inoculation to harvest. If you do not inoculate the substrate, explain the crop cycle from when you receive the product until harvest:**      **How long will each product be in production?**       |

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| **SECTION 3: Grow Blocks and Spawn Information** | **205.204** |
| **A. General Information****Do you purchase pre-assembled grow blocks, pre-inoculated logs or inoculated substrate in bags?**[ ]  Yes [ ]  No [ ]  N/A If yes, fill out the table below.*Note: Please include certification certificates for all suppliers of pre-inoculated media.* *All sources of pre-inoculated substrate must be organic.* |
| **Grow Block Type** | **Final Product** | **Organic?****(Yes or No)** | **If Organic, list the source and certifier** | **List Any Additional Inputs to Block** |
|       |       |       |       |       |
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| **Do you purchase spawn?** [ ]  Yes [ ]  No [ ]  N/A If yes, fill out the table below.*Note: Please include certification certificates for all suppliers of pre-inoculated media.*  |
| **Spawn Type** | **Final Product** | **Organic? (Yes or No)** | **If Organic, list source and certifier** | **Substrate Used** | **List Any Additional Inputs** |
|       |       |       |       |       |       |
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| **If you purchase non-organic spawn, please describe your search for organic spawn and include all sources of organic spawn checked (include the name of the supplier and location):** [ ]  N/A      |

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| **SECTION 3: Grow Blocks and Spawn Information** *(cont.)***Do you produce your own spawn?** [ ]  Yes [ ]  No [ ]  N/A If yes, fill out the table below. |
| **Type of Spawn** | **Final Product** | **Substrate Used** |
|       |       |       |
|       |       |       |
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| **If spawn production occurs off-site, provide the name and address of the facility:** [ ]  N/A     **Describe the spawn production process:**     **List the organic grain or other material used in spawn production:**       |

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| **B. If you Produce Both Organic and Non-Organic Spawn:** [ ]  Not Applicable**List all spawn produced this year (produced as both organic and non-organic):**     **Do you have separate organic and non-organic growing areas?** [ ]  Yes [ ] No [ ]  N/A  Where do you store inputs used for non-organic production?       How do you prevent commingling of organic and non-organic inputs during mixing and storage?       How do you prevent drift of any prohibited materials through ventilation and/or watering systems?      **If you sell organic and/or non-organic spawn, how are they labeled and where are they sold?**      |

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| **SECTION 4: Production** | **205.203, 205.205** |
| **A. General Information.** **What varieties of mushrooms are you intending on growing this year?**      **What are the estimated annual amounts of mushrooms expected to be harvested?**      **Are the mushrooms grown:** [ ]  indoors [ ]  outdoors [ ]  both indoors and outdoors**What is the basic form of your mushroom production?**[ ]  grown on own substrate [ ]  grown on pre-inoculated substrate/media [ ]  grown on manure/compost [ ]  grown on logs |
| **B. Materials:****List all materials and inputs in use or intended for use, including growing mediums, type of agar, sanitizers and cleaners.***Attach labels or have labels available for inspection, as applicable. See NOP 205.601 and .602 or the Baystate Organic Certifiers website for further information on researching materials. A non-GMO statement must be provided for each type of agar used*. |
| **Product** | **Brand Name/Manufacturer** | **Approved (A), Restricted (R), Prohibited (P)** | **If Restricted, Describe Compliance w/ NOP Rule Annotation** |
|       |       |       |       |
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| **B. Materials** (*cont.*)**List any log or spawn coatings used to prevent moisture loss:** [ ]  N/A     **Do you use any cheese wax or other wax in production?**  [ ]  Yes [ ] No [ ]  N/A If yes, is the wax organic? [ ]  Yes [ ] No If yes, is the wax organically compliant? [ ]  Yes [ ] No If yes, what manufacturer/source?       If yes, list the CAS# for each wax used:      **Describe how you clean production facilities. Be sure to list all sanitizers and cleaner in above table:**       |

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| **C. Substrate.** *Substrate is the material inoculated with mushroom spawn.* [ ]  Not Applicable**Do you purchase substrate?** [ ]  Yes [ ] No If yes, list the types of substrate, source and if it is certified organic, and any inputs to the substrate:      **Do you produce or grow your own substrate?** [ ]  Yes [ ] No If yes, list substrate types, describe how you process the material for substrate use and any inputs to the substrate:      **How is the substrate stored and in what location?**       |

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| **D. Logs.** [ ]  Not Applicable**Are your logs:** [ ]  harvested on-farm [ ]  purchased**If you harvest logs, describe the harvest location and how you harvest these logs sustainably:**      **If you purchase logs, from where and do you have verification the logs are untreated?**       |

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| **If you Use Both Organic and Non-Organic Substrate:** [ ]  Not Applicable**List all substrate used this year (used for both organic and non-organic):**     **Do you have separate organic and non-organic substrate areas?** [ ]  Yes [ ] No Where do you store inputs used for non-organic production?       How do you prevent commingling of organic and non-organic substrate?       How do you label organic and non-organic substrate?       |

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| **SECTION 5: Compost, Manure and Land Management** | **205.203, 205.205** |
| **A. Compost Use:** [ ]  Not Applicable*All compost is required to be produced in accordance with 205.203 and NOP Guidance Document #5021.***List all compost ingredients and additives used in compost production, including any “biodegradable plastics”:**      **Describe your composting method:** [ ]  in-vessel [ ]  static aerated pile [ ]  windrows [ ]  other (specify)      **What is your C:N ratio?**      **Do you monitor temperature?** [ ]  Yes [ ]  No If yes, at what temperature is the compost maintained?       How long is the temperature maintained?      **If compost is windrowed, how many times are materials turned?**      **Do you produce or use compost tea or vermicompost tea?** [ ]  Yes [ ]  No If yes, list all ingredients and production methods:      **Do you use any products for anaerobic digestion?** [ ]  Yes [ ]  No (*If no, skip ahead to Manure Use section*) If yes, is the anaerobic digestate produced using only allowed plant/animal feedstocks? [ ]  Yes [ ]  No If yes, have you submitted a list of the feedstocks? [ ]  Yes [ ]  No If yes, are animal manures used in the production of the digestate? [ ]  Yes [ ]  No *If animal manures are used in digestate, applications of digestate to the fields must follow the harvest restrictions of 205.203*.  If yes, is the digestate compost of only allowed plant materials? [ ]  Yes [ ]  No*Note: you must have proof that the digestate contains no more than 1x103 (1000) MPN fecal coliform/gram of digestate sampled and must not contain more than 3MPN Salmonella per 4 grams of digestate sampled*. |

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| **B. Manure Use:**  [ ]  Not Applicable*The Organic Standards requires* *raw manure be fully composted unless incorporated into the soil 120 days prior to harvest.***What forms of manure do you use?** [ ]  liquid [ ]  semi-solid [ ]  piled [ ]  fully composted [ ]  other (specify)      *If you are composting manure in compliance to 205.203, complete the Compost Use section*. |
| **Growing Area ID/Number** | **Date Manure Applied** | **Expected Harvest Date** |
|       |       |       |
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| **What is the source of the manure used?** [ ]  on-farm [ ]  off-farm [ ]  N/A**List all sources of off-farm manure:**      [ ]  I have submitted documentation from each off-farm source (manure statement). *Note: you must have documentation from each off-farm supplier that lists anything mixed in with the manure, such as bedding, and anything added to the manure pile*.**List all manure ingredients/additives:**      **What are the potential contaminants from these sources?** *(pit additives, feed additives, pesticides, antibiotics, heavy metals, etc.)*       |

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| **C. Natural Resources and Biodiversity Conservation:***The Organic Standards requires that production practices maintain or improve the natural resources of the operation, including soil and water quality. Practices must minimize erosion and improve soil resources. Irrigation water should not contaminate organic crops with prohibited materials and should take measures to protect water quality and conserve water usage.***What soil conservation practices are used?** [ ]  terraces [ ]  contouring [ ]  strip cropping [ ]  winter cover crops [ ]  tree lines[ ]  windbreaks [ ]  conservation tillage [ ]  grassy waterways [ ]  firebreaks [ ]  retention ponds [ ]  riparian management [ ]  wildlife habitats [ ]  long-term sod [ ]  avoid working saturated soils [ ]  avoid steep slopes [ ]  other (specify)      **Describe the soil erosion problems you experience, including where and your efforts to minimize it:** [ ]  none     **What steps are taken to provide biodiversity conservation?** [ ]  employee conservation training [ ]  monitoring invasive species[ ]  work with NRCS, FSA, Soil Conservation District, land trust or other conservation agency [ ]  other (specify)      **What actions are taken to provide habitat for pollinators, insect predators, birds, bats and other wildlife:** [ ]  insectaries[ ]  bird/bat boxes and/or raptor perches [ ]  hedgerows/windbreaks [ ]  natural roosting/nesting sites [ ]  native planting [ ]  diverse habitat (trees/shrubs/grasses) [ ]  wildlife friendly fences [ ]  ground/tunneling sites for bees [ ]  other (specify)      **How do you restore and/or protect natural areas on and surrounding your certified land?**  [ ]  establish conservation areas [ ]  rain gardens/vegetative swales [ ]  wildlife corridors [ ]  suppress invasive species with organic methods [ ]  recolonize degraded areas with native/non-invasive planting [ ]  other (specify)       |

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| **D. Water Use:****Do you use water in your operation?** [ ]  Yes [ ]  No *If no, skip to SECTION 6.*  Use: [ ]  irrigation [ ]  sprinkler/humidifier system [ ]  other (specify)      **What are your water sources?** [ ]  on-site well(s) [ ]  river/creek/pond [ ]  spring [ ]  municipal/county [ ]  irrigation district [ ]  other (specify)      **If water is used for washing crops, what is the source of wash water?** [ ]  on-site well(s) [ ]  river/creek/pond [ ]  spring [ ]  municipal/county [ ]  other (specify)      [ ]  I have attached current water tests.**Type of irrigation system:** [ ]  N/A [ ]  drip [ ]  misting [ ]  creek/stream soak [ ]  tub/bin soak [ ]  other (specify)      **How long do you typically soak logs/bags?**      **What input products are applied to soaking water or through the irrigation system?** [ ]  N/A     **What products do you use to clean irrigation lines/nozzles?** [ ]  N/A     **Is the irrigation system shared with another operator?** [ ]  Yes [ ]  No If yes, what products do they use?      **Is the system flushed and documented between conventional and organic use?** [ ]  Yes [ ]  No**Known contaminants in water supplies in your area:** (*attach residue analysis and/or sanity test results, if applicable*)     **How do you minimize water contamination problems?** [ ]  N/A [ ]  fertilizer/compost stored away from water [ ]  prevent nutrient leaching from over-irrigation [ ]  grassy waterways/riparian buffers to filter water [ ]  other (specify)       |

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| **SECTION 6: Weed, Pest and Disease Management** | **205.205, 205.206** |
| **A. Weed Management Plan:** [ ]  N/A*Approved synthetic materials on the National List (205.601) may only be used when management practices fail to prevent or control problems. A “restricted” input has specific ways that it may or may not be used; you must show how you comply with the restrictions*. **List your problem weeds and the major weed management problems you face at your operation:**     **What methods are used in your weed management plan:** [ ]  crop rotation [ ]  mowing [ ]  field preparation [ ]  natural mulch [ ]  biodegradable mulch [ ]  synthetic mulch [ ]  corn gluten [ ]  conventional herbicides [ ]  avoiding weed seed set [ ]  soil sterilization [ ]  flame weeding [ ]  monitoring soil temperature [ ]  clean equipment prior to entry [ ]  smother crops[ ]  hand/mechanical cultivation [ ]  livestock grazing [ ]  restricted herbicides [ ]  irrigation management [ ]  other (specify)      **If you use restricted herbicides, list products used, locations used and how you comply with the restrictions:** [ ]  N/A     **If you use restricted herbicides, do you document their use including field IDs and dates used**? [ ]  Yes [ ]  No [ ]  N/A**Is plastic or other synthetic mulch removed at the end of the growing or harvest season?** [ ]  Yes [ ]  No [ ]  N/A If no, why not?      **If you use corn gluten, is the corn genetically modified?** [ ]  Yes [ ]  No [ ]  N/A If no, what verification do you have?      **If you use newspaper or other paper for mulch, is it glossy paper or have colored inks?** [ ]  Yes [ ]  No [ ]  N/A**Rate the effectiveness of your weed management program:** [ ]  excellent [ ]  satisfactory [ ]  needs improvement Any changes anticipated?       |

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| **B. Pest Management Plan:** [ ]  no pest problems**What pests do you currently control or anticipate having to control?**[ ]  birds [ ]  rodents [ ]  insects (specify):      [ ]  other pests (specify):      **Do you work with a pest control advisor?** [ ]  Yes [ ]  No If yes, provide name and contact information:      **What strategies are used in your pest control program?** [ ]  N/A*Section 205.206 specifies that compliant strategies must be used to control pests prior to any restricted pest control material use.*[ ]  crop rotation [ ]  natural habitats for enemies [ ]  monitoring [ ]  companion planting [ ]  bird/bat houses and/or raptor perches [ ]  frog ponds [ ]  hand picking/physical removal [ ]  trap crops [ ]  traps/lures [ ]  clean off equipment prior to entry [ ]  physical barrier/row covers [ ]  release of benficials/predators/parasites [ ]  insect repellents [ ]  animal repellents [ ]  use of **approved** products [ ]  use of **restricted** products [ ]  limited use of **prohibited** products [ ]  other (specify)      **Do you keep records of pest material use including locations, amounts and dates they are applied?** [ ]  Yes [ ]  No |
| **List all pest control materials used or intended for use in indoor and outdoor growing areas:** [ ]  N/A*For newly certifying fields and in-ground greenhouse crop production, all inputs used for the last three years must be listed on your Field/Greenhouse History Affidavit.* *Attach labels or have labels available for inspection, as applicable. See NOP 205.601 and .602 or the Baystate Organic Certifiers website for further information on researching materials.* |
| **Pest** | **Control Material and Source/Brand Name/Manufacturer** | **Approved (A), Restricted (R), Prohibited (P)** | **If Restricted, Describe Compliance with Restrictions** |
|       |       |       |       |
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| **C. Disease Management Plan:** [ ]  no disease problems**What diseases do you control or anticipate having to control?**      **What strategies are used in your disease control program?** [ ]  N/A*Section 205.206 specifies compliant strategies must be used to control disease prior to any restricted disease control material use.*[ ]  crop rotation [ ]  field sanitation [ ]  soil balancing [ ]  solarization [ ]  companion planting [ ]  compost tea [ ]  growing location[ ]  irrigation management [ ]  early removal of diseased specimens [ ]  clean off equipment prior to entry [ ]  use of **approved** materials [ ]  use of **restricted** materials [ ]  limited use of **prohibited** materials [ ]  other (specify)      **List all disease control materials used or available for use in all indoor and outdoor growing areas:** [ ]  N/A*For newly certifying fields, all inputs used for the last three years must be listed on your Field/Greenhouse History Affidavit.* *Attach labels or have labels available for inspection, as applicable. See NOP 205.601 and .602 or the Baystate Organic Certifiers website for further information on researching materials.* |
| **Disease** | **Control Material and Source/Brand Name/Manufacturer** | **Approved (A), Restricted (R), Prohibited (P)** | **If Restricted, Describe Compliance with Restrictions** |
|       |       |       |       |
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| **SECTION 7: Maintenance of Organic Integrity** | **205.201, 205.202, 205.272** |
| **A. Adjoining Land Use:** [ ]  Not Applicable*The Organic Standards requires that organic production areas have distinct boundaries and buffer zones to prevent the unintended application or contact with potential prohibited substance applied to adjoining non-organic land. Buffers must be sufficient in size or other features (windbreaks, diversion ditches) to prevent contact. Show adjoining land use on maps. Abutter Forms may be required when buffers insufficient to an adjacent source of potential contamination. Buffers will be checked at your inspection.* **List all buffers maintained between organic growing areas and adjoining potential contamination sources.**  |
| **Location or Field ID** | **Type of Buffer** **(Cropland, Treeline, Hedgerow, Grass Strip, Wildlife Planting)** | **Width of Buffer** | **Adjoining Land Use** | **If Harvesting Crop from Buffer, Describe Use (Sale, Non-Organic Livestock Feed, Etc.)** |
|       |       |       |       |       |
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| **If you harvest from your buffer areas, how do you protect organic harvests from contact with non-organic?** [ ]  N/A      **What written notification do you have to prevent accidental contamination of organic crops?** [ ]  none [ ]  DOT [ ]  FSA [ ]  utilities [ ]  aerial spray companies [ ]  adjoining landowners [ ]  other (specify)      **Have you posted “No Spray” signs along roadsides that adjoin organic fields?** [ ]  Yes [ ]  No**Do any outdoor growing areas flood frequently (more than once every 10 years)?** [ ]  Yes [ ]  No If yes, list locations:       |

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| **B. Equipment:** [ ]  N/A*To prevent commingling and contamination, equipment must be free of non-organic residue and prohibited materials and cleaned prior to use if used on both organic and conventional areas. Equipment used on transitional areas do not need be cleaned.*List equipment used for spawn/substrate production, inoculating, shocking, spraying and harvest.  |
| **Equipment Type** | **Owned (O), Rented (R), Custom Hired (C)** | **Used on Both Organic and Conventional** **(Yes or No)** | **How Is Equipment Cleaned Before Use on Organic?** |
|       |       |       |       |
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| **Is your input sprayer dedicated to organic use?** [ ]  Yes [ ]  No [ ]  N/A If no, describe how you ensure no contamination occurs from non-organic use:       |

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| **C. Harvest:***The Organic Standards require that containers, bins and packaging materials must not contain synthetic fungicides, preservatives or fumigants. All reusable containers must be thoroughly cleaned and pose no risk of contamination*. **When is your mushroom harvest season?** [ ]  spring [ ]  summer [ ]  fall [ ]  winter [ ]  year-round [ ]  other (specify)      **How do you harvest** (*check all that apply*): [ ]  mechanical [ ]  by hand**Any custom harvested?** [ ]  Yes [ ]  No If yes, provide their name and contact information:      *If custom harvest equipment is used on both organic and conventional areas, provide separate equipment clean out procedures.***Describe steps taken to protect organic crops from commingling and contamination during harvest:**      **What containers are used for harvesting?** [ ]  truck boxes [ ]  cardboard/waxed boxes [ ]  wood totes [ ]  plastic containers [ ]  other (specify)      **Are containers new or used?** [ ]  new [ ]  used If used, how are you preventing potential contamination from prior use?      **Are the containers dedicated to organic use?** [ ]  Yes [ ]  No If no, how do you prevent contamination from non-organic use?       |

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| **D. Post-Harvest Handling:** [ ]  Not Applicable*The Organic Standards* *requires that post-harvest handling procedures do not contaminate organic products with non-organic products or prohibited materials. Post-harvest handling examples include brushing off dirt, packing, etc.***Describe your post-harvest handling procedures and any equipment used. Be sure to include any packing, brushing off dirt, storage, etc.**      **What are your post-harvest procedures with spend materials/growing mediums?**      **How do you protect water quality during post-harvest handling?** [ ]  pre-treatment of wastewater before it enters wetlands [ ]  constructed wetlands [ ]  sediment ponds [ ]  water recycling [ ]  other (specify)      **Is the processing 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, describe what they are:      **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 [ ]  cardboard drums [ ]  cardboard cases [ ]  plastic crates [ ]  other (specify)       |

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| **E. Mushroom Storage:** [ ]  no storage*Storage is for any product not sold directly from the field/growing area. Operators must keep organic and non-organic in separate areas to prevent commingling and contamination. Records must be maintained.***List all storage locations.** |
| **Storage ID** | **Storage Type** **(Walk-In, Root Cellar, Barn, Etc.)** | **Capacity** | **Organic (O), Transitional (T), Buffer (B), Conventional (C)** |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
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| **Do you have any off-site storage areas?** [ ]  Yes [ ]  NoIf yes, list locations and distance from your main operation:       |

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| **E. Mushroom Storage** *(cont.)***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 mushrooms?**      **What kind of pests do you have in storage?** [ ]  flying insects [ ]  crawling insects [ ]  rodents [ ]  spiders [ ]  birds [ ]  other (specify)      **What type of pest management practices are used in** **crop storage areas?** [ ]  none [ ]  removal of exterior habitat/food sources[ ]  inspection around interior perimeter [ ]  sheet meal on building exterior [ ]  good sanitation [ ]  physical barriers [ ]  sticky traps[ ]  incoming ingredient inspection for pests [ ]  sealed doors/windows [ ]  screened windows/vents [ ]  positive air pressure in facility[ ]  ultrasound/light devices [ ]  repairs of holes/cracks, etc. [ ]  crack/crevice spray [ ]  heat or freezing treatments [ ]  electrocutors [ ]  use of beneficials [ ]  pheromone traps [ ]  traps [ ]  vacuum treatments [ ]  air showers/curtains [ ]  other (specify)      **Do you keep records of your pest monitoring and management activities?** [ ]  Yes [ ]  No**Do you use any materials on or around stored crops?** [ ]  Yes [ ]  No If yes, please list all materials and reasons for use:      **Check all aspects of waste management that are used on your farm:**  [ ]  none [ ]  on-site dumpster [ ]  material recycling [ ]  composting [ ]  daily pick-up of waste [ ]  field application of waste [ ]  dust collection systems [ ]  other (specify)       |

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| **F. Transportation:** [ ]  Not Applicable**Describe how organic products are transported to market and who is responsible for transportation:**     **What potential contamination or commingling problem do you have with the transport of organic crops to market?** [ ]  N/A     **What steps are taken to protect the integrity of organic products during transport to market?**[ ]  dedicated organic [ ]  product sealed in impermeable containers [ ]  cleaning/inspecting transport units prior to loading [ ]  letter/contract with transport company stating organic requirements [ ]  use of Clean Truck Affidavits [ ]  other (specify)       |

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| **SECTION 8: Additional Processing or Handling** | **205.270-272, 205.300-309** |
| **Indicate what additional processing/handling you wish to certify.** *Check all that are applicable*. [ ]  I am certifying only mushrooms, no other products (*skip to SECTION 9*).  [ ]  I produce processed mushroom products for organic sale (tinctures, teas, etc.) [ ]  I package mushrooms and mushroom products for organic sale [ ]  I produce pre-inoculated mushroom logs or blocks for organic sale [ ]  I package mushroom mixes and mushrooms from other organic operations for saleList all value-added products requested for certification, including grow blocks and value-added products such as tinctures and teas. |
| **Product Name** | **Labeled as “100% Organic”, “Organic” or “Made with Organic…”** |
|       |       |
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| **Product Composition.** Attach a Single-Ingredient Product Profile (SIPP) listing all single-ingredient products to be certified. Attach an Organic Product Profile (OPP) for each multi-ingredient product. Submit copies of organic certificates for suppliers of organic ingredients/processing aids, and organic compliance documentation for non-organic ingredients/processing aids.  I have attached the following: [ ]  SIPP [ ]  OPP(s) [ ]  Organic Certificates(s) [ ]  Non-Organic Compliance Documentation**If you produce pre-inoculated mushroom logs or blocks for organic sale, have you submitted a list for the ingredients for each type of block or log?** [ ]  Yes [ ]  No [ ]  N/A  |

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| **SECTION 8: Additional Processing and Handling** *(cont.)***Facility Map.** Attach a facility layout map, showing equipment and storage areas, including all pest control locations.  [ ]  I have attached a facility layout map.**Process Flowchart/Description.** Attach a flowchart/description of the additional handling of organic products, showing each step in the process beginning from when you receive ingredients and products and ending with transport/sale.  [ ]  I have attached a flowchart/description. |
| **Describe how water is used in the additional processing:** (*ingredient, cooking, cooling, equipment cleaning*)      **If the water source is different than the source(s) described in SECTION 5, please describe additional source(s):** [ ]  N/A      *Attach water test results for any additional sources, if applicable.* |
| **List all equipment used in the additional processing/handling of product, including stills, blenders, drying racks, etc.:**      **Is this equipment also used for non-organic product?** [ ]  Yes [ ] No If yes, is it cleaned prior to organic use? [ ]  Yes [ ] No**Describe how equipment is cleaned, including any materials used and their brand/manufacturer:**      **If any equipment is purged with product as part of cleaning, what is done with the purged product?** [ ]  N/A     **Describe packaging of additional organic products for sale, including types and sizes of retail and bulk packaging used.**       [ ]  I have attached a sample of each retail and non-retail label planned for additional organic products. |

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| **SECTION 9: 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. Organic products must be tracked back to the field/location where they were produced/harvested. All records must be accessible to the inspector.*  **A. Monitoring:****Describe how you monitor the effectiveness of your soil conservation program?** [ ]  soil tests [ ]  tissue tests [ ]  recorded observation of soil [ ]  recorded observation of crop health [ ]  other (specify)      **How often do you conduct soil monitoring?** [ ]  weekly [ ]  monthly [ ]  annually [ ]  as needed [ ]  other (specify)      **How do you monitor biodiversity at your operation?** [ ]  before/after photos [ ]  plant/animal/insect surveys [ ]  logs/journals[ ]  conservation maps [ ]  evaluations/reports from NRCS or other conservation agencies [ ]  other (specify)      **How do you monitor the effectiveness of your water quality and conservation program?**      **How often do you monitor water quality?** [ ]  weekly [ ]  monthly [ ]  annually [ ]  as needed [ ]  other (specify)      **How do you monitor the effectiveness of your weed management program?** [ ]  recorded observation of weed types [ ]  weed counts [ ]  comparison of crop yields [ ]  other (specify)      **How often do you monitor weed pressure?** [ ]  weekly [ ]  monthly [ ]  annually [ ]  as needed [ ]  other (specify)      **How do you monitor the effectiveness of your pest and disease management programs?** [ ]  insect monitoring with traps[ ]  soil testing [ ]  microbiological testing [ ]  recorded observation of soil [ ]  recorded observation of crop health [ ]  comparison of crop yields [ ]  other (specify)      **How often do you monitor for pests and disease?** [ ]  weekly [ ]  monthly [ ]  annually [ ]  as needed [ ]  other (specify)      **How do you monitor for contamination from adjoining fields?** [ ]  residue analysis [ ]  GMO testing [ ]  recorded observation [ ]  photographs [ ]  wind direction/speed data [ ]  other (specify)      **How often do you monitor crop contamination?** [ ]  weekly [ ]  monthly [ ]  annually [ ]  as needed [ ]  other (specify)      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 Mushroom 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 [ ]  Conducting Inventory [ ]  annually [ ]  monthly [ ]  other (specify)       [ ]  Mock product recalls [ ]  annually [ ]  monthly [ ]  other (specify)       Do you keep records of your mock product recalls? [ ]  Yes [ ]  No [ ]  Verification of sanitizer concentrations [ ]  daily [ ]  weekly [ ]  monthly [ ]  other (specify)       Do you keep sanitizer concentration records? [ ]  Yes [ ]  No [ ] Other monitoring (specify):       [ ]  annually [ ]  monthly [ ]  other (specify)       |

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| **B. Recordkeeping:** **Which of the following records do you keep for organic production?** (*Check all that apply*)[ ]  field maps of all parcels (including features such as acreage, hedgerows, roads, conservation areas and adjoining land use)[ ]  production activity log(s)[ ]  outdoor production history sheets (previous three years)[ ]  documentation of previous land use for rented and/or newly purchased land[ ]  input records for soil amendments, manure and pest control products[ ]  documentation of attempts to source organic spawn[ ]  documentation of organic spawn[ ]  residue analyses of inputs (off-farm sourced manure, compost, etc.)[ ]  compost production records[ ]  monitoring records (soil tests, tissue tests, water tests, quality tests, recorded observations)[ ]  equipment cleaning records[ ]  harvest records that show production location, harvesting dates and 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 (specify)      **Describe your overall recordkeeping system:** [ ]  paper [ ]  digital [ ]  both paper and digital [ ]  field notebooks [ ]  daily record sheets [ ]  monthly spreadsheets [ ]  phone apps [ ]  other (specify)      **Does your recordkeeping system disclose all activities from purchase of spawn and inputs through crop production and harvest/sale of products? [ ]**  Yes **[ ]**  No**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)       |
| **List all records you keep for conventional production:** [ ]  N/A[ ]  maps [ ]  labor records [ ]  production history sheets [ ]  storage records [ ]  input records [ ]  sales records [ ]  harvest records [ ]  shipping records [ ]  other (specify)       |
| **Marketing:** **Types of marketing:** [ ]  farmers market [ ]  direct to retail [ ]  CSA/subscription service [ ]  wholesale [ ]  on-farm retail[ ]  internet/website [ ]  bulk commodities to processor [ ]  contract to buyer [ ]  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**Any organic or non-organic crops or products from other farms or other sources bought in for resale?**  [ ]  Yes [ ]  No If yes, list all products for resale and describe how they are labeled and marketed:       |
| **Do you import organic mushrooms and/or ingredients for processed products 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*. **Do you export organic mushrooms or processed products to Canada or any foreign country?** [ ]  Yes [ ] No *If yes, then you must fill out the Baystate Crop/Livestock Import/Export Addendum*.  |

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| **SECTION 10: 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 System Plan and other supporting documents for my own records.Application forms may be emailed to: applications@baystateorganic.org. Submit copies, fees, and supporting documents to: Baystate Organic Certifiers, c/o Don Franczyk, 1220 Cedarwood Circle, N. Dighton, MA 02764 |