Use this form to help prepare for your upcoming organic inspection. It is also a good idea to review your Organic System Plan to ensure any updates that may be needed are ready for the inspector! This form is not a substitute for reading and understanding the NOP standards for crop production.

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| --- | --- | --- | --- |
| Farm name: |  | Inspection Date: |  |

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| Checklist Items: | | Notes: |
| Do you have a copy of your application, OSP, maps and all submitted documentation? (Must be available at inspection) | Yes  No  N/A |  |
| Have your reviewed submitted information for completeness and accuracy? | Yes  No  N/A |  |
| Do you have a current copy of the NOP Rules and Regulations (Title 7 Part 205)? | Yes  No  N/A |  |
| Have you read the applicable sections of the NOP requirements? | Yes  No  N/A |  |
| If certifying ruminants: have you completed the Crop Inspection Checklist, complete with OSP and all associated documentation? | Yes  No  N/A |  |
| Do you have a list of permanent IDs for each animal being certified? | Yes  No  N/A |  |
| Do you have records to demonstrate eligibility of all animals requested for certification, such as:   1. Documentation to show that slaughter eligible and fiber sourcing animals have been managed organically since the last 1/3 of gestation; 2. Dairy animals have been sourced from last 1/3 of gestation, purchased as organic, or transitioned for 12 months per NOP requirements; 3. Poultry have been managed organically since the second day of life; and/or 4. Breeder stock are being managed organically from the last 1/3 of gestation for eligibility of their offspring. | Yes  No  N/A |  |
| If you purchased organic livestock, do you have proof of organic status prior to purchase? | Yes  No  N/A |  |
| Checklist Items: |  | Notes: |
| Do you have sales records for all organic animals sold? If selling animals that were transitioned for milk production or kept as breeding stock, be prepared to demonstrate that the animal was not sold for organic meat. | Yes  No  N/A |  |
| Do you have purchase records and proof of organic status or acceptability for organic production for all feed sourced? | Yes  No  N/A |  |
| If processing feed on-farm: do you have clean out records for equipment that is used to process both organic and conventional feed? | Yes  No  N/A |  |
| If you have feed custom processed: Do you have a copy of your feed processor’s organic certificate? | Yes  No  N/A |  |
| Do you have grazing and feeding records for all animals? | Yes  No  N/A |  |
| Do you have a list of all feed additives and supporting documentation? | Yes  No  N/A |  |
| Do you have confinement records and supporting documentation to show reason for confinement? | Yes  No  N/A |  |
| If using roughages (such as straw) for bedding, do you have proof of organic status for bedding? | Yes  No  N/A |  |
| Do you have documentation for manure management practices? | Yes  No  N/A |  |
| Do you have animal health records, including vaccination records, vet records, treatment records, etc.? | Yes  No  N/A |  |
| Do you have a complete list of health products used or planned for use, including a plan for administration and separation of an animal that is treated with antibiotics or a prohibited material? (See 205.238(c)(7)) | Yes  No  N/A |  |
| Do you have pest control records? | Yes  No  N/A |  |
| For Dairies: Do you have a list of cleaning materials and are you prepared to provide an explanation of cleaning for milking parlors, equipment, and storage? | Yes  No  N/A |  |
| Checklist Items: |  | Notes: |
| For Dairies: If running a split operation, do you have records for purging between conventional and organic milking and documentation to demonstrate volumes of each? | Yes  No  N/A |  |
| For Dairies: Do you have milk production and sales records, including all milk shipping tickets? | Yes  No  N/A |  |
| Are you prepared to provide access to associated records, buildings, land, equipment in order to demonstrate compliance with NOP requirements? | Yes  No  N/A |  |

If you have any questions about the checklist items, please contact the ISDA Organic Certification Program at (208) 332-8680 or email us at organics@isda.idaho.gov