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: |       |

|  |  |
| --- | --- |
| 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 copy of the NOP Rules and Regulations (Title 7 Part 205)? | [ ]  Yes[ ]  No[ ]  N/A |       |
| New Land: Is/Are Land Use Affidavit(s) or Field History available for and covering 36 months up to harvest of crop requested for certification? | [ ]  Yes[ ]  No[ ]  N/A |       |
| Do you have a written agreement for legal control of the land? **OR** Do you have proof that you have control of the land? | [ ]  Yes[ ]  No[ ]  N/A |       |
| Are maps available? (They should show field names, borders, and buffers where adjacent to non-organic fields). | [ ]  Yes[ ]  No[ ]  N/A |       |
| If crops will be harvested from buffer zones, do you have a plan for how cleanout and separation of crops will be maintained and documented? | [ ]  Yes[ ]  No[ ]  N/A |       |
| If you intend to use a roadside, canal, or public right of way as your buffer, do you have a written agreement with the right-of-way holder to manage weeds or pests? | [ ]  Yes[ ]  No[ ]  N/A |       |
| Do you have a current organic certificate for organic seeds used? **AND/OR**If not organic, are seed tags, seed invoices, and/or documentation available to show the seed is non-GMO and not treated with a prohibited substance? | [ ]  Yes[ ]  No[ ]  N/A |       |
| If using seedlings or planting stock, do you have documentation of treatment and planting date? | [ ]  Yes[ ]  No[ ]  N/A |       |
| Is documentation available for fertility inputs used in production? (Invoices & OMRI/WSDA certificates) | [ ]  Yes[ ]  No[ ]  N/A |       |
| Checklist Items: |  | Notes: |
| Are compost and/or manure application records documented and available? | [ ]  Yes[ ]  No[ ]  N/A |       |
| As applicable, are water shut off dates documented? **OR**Are letters from irrigation companies available to show no algaecide applications?  | [ ]  Yes[ ]  No[ ]  N/A |       |
| Do I have a plan/ record to show that a crop rotation has been implemented?  | [ ]  Yes[ ]  No[ ]  N/A |       |
| Is documentation available for any weed, pest, or disease control inputs?  | [ ]  Yes[ ]  No[ ]  N/A |       |
| Is documentation available for equipment clean out?(custom equipment, split operation, buffer harvesting) | [ ]  Yes[ ]  No[ ]  N/A |       |
| Are field activity records available, detailed and complete?(planting dates, tilling/weeding, water shut off, harvest, etc.) | [ ]  Yes[ ]  No[ ]  N/A |       |
| Are harvest and sales records available, detailed and complete? (settlement sheets, bale counts, etc.) | [ ]  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 |       |
| Have you read the applicable sections of the 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