

## Supplemental Organic Processor Plan Form 2012

### Operation Name:

**Guidance:** Section 205.201(a)(1) of the National Organic standards requires that a handling plan submitted for organic certification contain a complete description of practices and procedures to be performed and maintained including the frequency with which they will be performed.

- A. Have you submitted or reviewed and updated the following documents to make sure that they are in compliance with the requirements of 205.201(a)(1)? Please make sure that all documents completely and accurately describe your organic production process from receipt of ingredients to shipment of finished products.

Flow Chart  Yes  No

Organic Integrity Plan  Yes  No

Sanitation Plan (if applicable)  Yes  No

What other documents have you submitted to show compliance with 205.201(a)(1). List them below.

**Guidance:** Section 205.201(a)(3) of the National Organic Standards requires a description of the monitoring practices and procedures to be performed, including the frequency with which they will be performed, to verify that the Organic Handling Plan is effectively implemented. For processing and handling operations this section of the standards requires you to describe the quality assurance steps you are taking to verify that the procedures and practices described in your Organic Handler Plan and in the documents listed above are being followed and implemented. Some examples of monitoring events include: updating organic certification certificates annually, checking bait stations and traps for pest activity, auditing your own documentation to show that you can trace products from finished goods all the way back through ingredients being received, verifying the concentration of sanitizers used or checking for sanitizer residues prior to organic production runs, organic control points in HACCP plans, and any steps you are taking during production runs to verify that your employees are following your organic system plan. Monitoring events are not limited to this list of examples.

- B. Describe all monitoring activities being performed at your operation. For each activity please list the frequency with which the monitoring is performed, and how the monitoring is being documented.