



- ▶ **Complete all Organic System Plan (OSP) section(s) listed for each activity that matches your current organic activities or plans.** Do not complete sections that are not applicable to your operation.
- ▶ If your activities change in the future you may need to either complete additional OSP forms or retire OSP forms.

If you do this (more than one may apply):**Fill out these forms:**

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| 1) Apply for CCOF organic retail or restaurant certification. | <ul style="list-style-type: none">• CCOF Certification Contract• R2.0 Retail Establishment Areas and Products• R2.3 Retail Establishment Locations• R4.0 Retail Establishment Organic Practices• Handler Materials Application (OSP Materials List)• R5.0 Record Keeping for Retail Establishments• Organic Fraud Prevention Plan• Organic product labels, menus, signs. |
| 2) Purchase organic products. List all suppliers, including distribution centers, importers, distributors, growers, etc.. | <ul style="list-style-type: none">• H2.0A Ingredient Suppliers (for each retail area or product included in organic certification) |
| 3) Use nonorganic processing aids, packaging aids, sanitizers, or other additives in or on organic products (e.g. salt, baking soda, fruit wash). | <ul style="list-style-type: none">• Handler Materials Application (OSP Materials List)• Nonorganic Processing Material Affidavit (for each nonorganic material not previously approved by CCOF, except flavors)• Natural Flavor Affidavit (for each nonorganic flavor) |
| 4) Source organic products from an uncertified broker, trader, wholesaler, or distributor. | <ul style="list-style-type: none">• Exempt Handler Affidavit – for each uncertified supplier (CCOF will determine if certification is required) |
| 5) Use an uncertified storage facility to store organic product in sealed, tamper-evident packaging. | <ul style="list-style-type: none">• Exempt Handler Affidavit (for each uncertified facility) |
| 6) I am a private label brand owner; I contract other independently certified facilities to produce or label organic product. | <ul style="list-style-type: none">• Guide to Handler OSP Forms
Complete applicable forms as directed |
| 7) I am the importer of record for organic products. | <ul style="list-style-type: none">• Guide to Handler OSP Forms• Complete applicable forms as directed |
| 8) Process, repack, or label organic products (for my own brand or for private label brands) at a facility I own or lease AND SELL WHOLESALE. Apply for certification as a handler. | <ul style="list-style-type: none">• Guide to Handler OSP Forms
Complete applicable forms as directed |