* **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:** |
| --- | --- |
| 1. Apply for CCOF organic certification.
 | * [**CCOF Certification Contract**](https://www.ccof.org/documents/ccof-certification-services-application)
* [**H5.0 Record Keeping for Handlers**](https://www.ccof.org/documents/h50-record-keeping-handlers)
* [**Organic Fraud Prevention Plan**](https://ccof.org/resource/organic-fraud-prevention-plan) (as needed)
 |
| 1. I am a private label brand owner; I contract other independently certified facilities to produce or label organic product.
 | * [**Product Application**](https://www.ccof.org/documents/product-application)
* [**H2.0 Organic Products**](https://www.ccof.org/documents/h20-organic-products)
* [**H2.6 Broker Suppliers**](https://ccof.org/documents/h26-broker-suppliers) (if purchasing or storing ingredients that are sent to co-packer)
* Organic product Labels
 |
| 1. Act as a broker, trader, wholesaler, distributor, or importer of organic products; I do not process, repack, or relabel.
 | * [**H2.5 Brokered Products**](https://ccof.org/documents/h25-brokered-products)
* [**H2.6 Broker Suppliers**](https://ccof.org/documents/h26-broker-suppliers)
 |
| 1. Process, physically handle, or label organic products (for my own brand or for private label brands) at a facility I own or lease.
 | * [**Handler Materials Application (OSP Materials List)**](https://www.ccof.org/documents/handler-materials-application-osp-materials-list)
* [**Product Application**](https://www.ccof.org/documents/product-application)(not applicable for wineries)
* [**H2.0 Organic Products**](https://www.ccof.org/documents/h20-organic-products) (not applicable for wineries or livestock feed processors)
* Organic product Labels
 |
| 1. Take physical possession of organic products or ingredients at a facility I own or lease.
 | * [**H2.3 Organic Facility**](https://www.ccof.org/documents/h23-organic-facility) – for each location
* [**H4.0 Organic Practices**](https://www.ccof.org/documents/h40-organic-practices) – for each location
 |
| 1. Use nonorganic processing aids, packaging aids, sanitizers, or other additives in or on organic products.
 | * [**Handler Materials Application (OSP Materials List)**](https://www.ccof.org/documents/handler-materials-application-osp-materials-list)
* [**Nonorganic Processing Material Affidavit**](https://www.ccof.org/documents/nonorganic-processing-material-affidavit) – for each nonorganic material not previously approved by CCOF, except flavors
* [**Natural Flavor Affidavit**](https://www.ccof.org/documents/natural-flavor-affidavit) – for each nonorganic flavor
 |
| 1. Source ingredients for organic products.
 | * [**H2.0A Ingredient Suppliers**](https://www.ccof.org/documents/h20a-ingredient-suppliers)(not applicable for brokers, traders, wholesalers, distributors, importers, livestock handlers, or private label owners who contract other facilities to produce products)
 |
| 1. Process multi-ingredient organic products.
 | * [**H2.0B Product Formulation**](https://www.ccof.org/documents/h20b-product-formulation-sheet) **–** for each product
 |
| 1. Package products under a brand or private label owned by someone else.
 | * [**Co-Packer** **Application**](https://www.ccof.org/documents/co-packer-application) – for each brand owner
 |
| 1. Source organic products from an uncertified broker, trader, wholesaler, or distributor.
 | * [**Exempt Handler Affidavit**](https://www.ccof.org/resource/exempt-handler-affidavit)– for each uncertified supplier (CCOF will determine if certification is required)
 |
| 1. Use an uncertified storage facility to store organic product in sealed, tamper-evident packaging.
 | * [**Exempt Handler Affidavit**](https://www.ccof.org/resource/exempt-handler-affidavit)– for each uncertified facility
 |
| 1. Provide processing, handling, toll processing, or fee-for-services for organic products that I do not own or take title to.
 | * [**H2.4 Organic Services**](https://www.ccof.org/documents/h24-organic-services)(only applicable for products and services not described on H2.0 Organic Products or H2.5 Brokered Products)
 |
| 1. Wine – Process or handle wine made from grapes.
 | * [**V2.0 Organic Winery**](https://www.ccof.org/documents/v20-winery-profile)
* [**V2.1 Wine & Label Approval**](https://www.ccof.org/documents/v21-wine-and-label-approval) (submit this form & labels once wines are ready to be labeled; wines produced before certification is granted are not eligible to be labeled with organic claims)
* [**GMA Wine Approval Application**](https://www.ccof.org/documents/gma-wine-approval-application) (if exporting wine from US to EU, UK, or Switzerland)
 |
| 1. Livestock feed – Produce or mill livestock feed or premixes.
 | * [**H2.2 Livestock Feed**](https://www.ccof.org/documents/h22-livestock-feed)
 |

|  |  |
| --- | --- |
| **If you do this** (more than one may apply)**:** | **Fill out these forms:** |
| 1. Live animals – I take physical possession or title to live animals for less than one week or I facilitate the sale or trade of live animals.
 | * [**H2.8 Temporary Livestock Management**](https://www.ccof.org/documents/h28-temporary-livestock-management) – complete additional forms as directed on H2.8*Operations who take physical possession of animals for more than one week complete full Livestock OSP, not this form.*
 |
| 1. Located in the US and export, design export labels, or sell to a buyer who requires international verification.
 | * [**Global Market Access Program Application**](https://www.ccof.org/resource/global-market-access-application) (US exports to Canada, EU, UK, Japan, Korea, Switzerland, Taiwan)
* [**Mexico Compliance Program Application**](https://www.ccof.org/documents/mexico-compliance-program-application) (US exports to Mexico)
 |
| 1. Located in Mexico.
 | * [**Mexico Compliance Program Application**](https://www.ccof.org/documents/mexico-compliance-program-application)
 |
| 1. Located in Mexico and export, design export labels, or sell to a buyer who requires international verification.
 | * [**Global Market Access Program Application**](https://www.ccof.org/resource/global-market-access-application) (Mexico exports to Canada)
* [**NOP Import Certificate Request Packet**](https://www.ccof.org/resource/nop-import-certificate-request-packet) (Mexico exports to the US – once certified, exporter completes prior to each shipment)
 |
| 1. Provide services to a CCOF certified operation and I want that operation to participate in management of my certification.
 | * [**Contracted Partner Program Application**](https://www.ccof.org/documents/contracted-partner-program-application)(Optional)
 |
| 1. Grow or harvest organic products or ingredients.
 | * [**Guide to Grower OSP Forms**](https://www.ccof.org/documents/g10-activities-checklist-growers)Complete applicable forms as directed
 |
| 1. Raise organic livestock or take physical possession of animals for more than one week.
 | * [**Guide to Livestock OSP Forms**](https://www.ccof.org/resource/guide-livestock-producer-osp-forms) Complete applicable forms as directed
 |
| 1. Apply for certification of retail/grocery store or restaurant (not required).
 | * [**R1.0 Activities Checklist for Retailers/Restaurants**](https://www.ccof.org/documents/r10-retail-restaurant-checklist)Complete applicable forms as directed
 |