

CCOF GLOBALG.A.P. Certification Contract

- CCOF GLOBALG.A.P. Certification is only available certified organic producers or those operations in a documented transition to organic. If you are a mixed operation, CCOF can also certify your non-organic ground under GLOBALG.A.P.
- If you are certified organic by another certifier, please provide a current organic certificate along with your application.
- Please keep a copy of all documents submitted to CCOF for your records.
- You are responsible for understanding the requirements of the program. Please familiarize yourself with the CCOF GLOBALG.A.P. Certification Program Manual, www.ccof.org/food-safety-services, and the GLOBALG.A.P. General Regulations and standards available at www.globalgap.org.

Complete and send the following to apply for this p

	CCOF GLOBALG.A.P. Certification Contract (this 5-page form)	
	\$250 Application/Annual fee is non-refundable and due with application.	
	 The \$250 funds are applied to your annual food safety fees that include GLOBALG.A.P. Registration fees (work on acreage and determined during initial review). Annual fees need to be paid in full before we schedule you 	
	 Payment of the GLOBALG.A.P. and CCOF fees does not guarantee certification. 	
	☐ My credit card information is on page 3 ☐ I have included another form of payment	
	 To assess your flat rate audit/inspection fees, CCOF requests you to attest if your gross farm sales are greater the \$250,000/year: 	han or less than
	☐ Operation gross is < \$250,000 in farms sales per year ☐ Operation gross is > \$250,000 in farms sales per	year
	Email to: inbox@ccof.org Or Mail to: CCOF, 877 Cedar Street, Suite 248, Santa Cruz, CA 95060	
Α.	. Legal Business Entity Information	
	Business Name:	
	Legal Registration Number e.g. Tax ID (required):	
>	Each legal entity is required to have its own GLOBALG.A.P. certification. If you have more than one legal business en the operation that is certified organic with CCOF, please see OPTION 2 under Certification Options below.	ntity included in
1)	Certification Options (check one):	
	OPTION 1	
	☐ Individual. A single producer or single organization with a single Production Site or parcel.	
	Multisite. A single producer or single organization who owns several production sites or parcels. All locations management units must be under a single legal entity.	and
	Multisite w/ QMS. A single producer or single organization with multiple production locations or management wishes to implement a central Quality Management System (QMS) to act as an internal control system and resite or parcel inspections by CCOF. See GLOBALG.A.P. General Regulations I and II.	
	OPTION 2	
	■ Multisite w/ QMS. A group of individually owned farms or production site operating as a group, who impleme Management System (QMS) to act as an internal control system and reduce production sites or parcel inspect See GLOBALG.A.P. General Regulations I and II	

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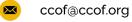




2)	Physical Location of Your Operation. Where production occurs:						
	Address:		City:				
	State/Province:	Zip/Postal Code:	Country:				
	State/Flovilice.	Zip/Postal Code.	Country.				
3)	Mailing Address if different:						
	Address:		City:				
	State/Province:	Zip/Postal Code:	Country:				
		-	<u> </u>				
4)	Billing Address if different:		0''				
	Address:		City:				
	State/Province:	Zip/Postal Code:	Country:				
B.	GLOBALG.A.P. Certification Prog	ıram					
1)	_	Please select which of the following certification programs you wish to be enrolled in.					
•		IMPORTANT: Check with your buyer to see which level of certification they will accept.					
>	If you are seeking to enroll different product		contact CCOF directly.				
	☐ Integrated Farm Assurance (IFA) v5.4-1-	-GFS – GFSI Benchmarked FA v5.2 PPM – Non-GFSI Benchmarked					
		ligible after GFSI benchmarking, or by GLOE	BALG.A.P. mandatory date				
	☐ Integrated Farm Assurance (IFA) v6 Sm	art – NOT GFSI Benchmarked					

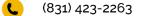
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Ü	☐ Hops- IFA v6 Smart
	☐ Integrated Farm Assurance (IFA) v6-GFS – GFSI Benchmarking Pending (mandatory 3 months after the date benchmarking achieved)
	☐ Harmonized Produce Safety Standard (HPSS) – GFSI Benchmarked
	☐ Produce Handling Assurance (PHA) – GFSI Benchmarked
2)	Estimated date by which you need certification?
3)	Do you sell to Costco? □ No □ Yes
	CCOF is not yet approved by Costco for field packed commodities only. However, if your products are further processed by a separate packinghouse that is certified by a Costco approved certifier, then you may use CCOF.
4)	Are you responsible for harvest?
	□ No □ Yes
	If No, you must provide documented evidence of a contract or written agreement between you and the customer who is responsible for harvest.
5)	Do you use genetically modified organisms?
	□ No □ Yes
6)	Do you purchase seedlings or planting stock? ☐ No ☐ Yes
C.	Current Certification or GLOBALG.A.P. Registration
>	An operation may not have more than one GLOBALG.A.P. certifier at one time. If you are already GLOBALG.A.P. certified by another certifier and wish to switch to CCOF, please be sure to inform CCOF so that we can ensure that the certification transfer process is conducted correctly.
1)	Is your operation currently food safety certified?
.,	□ No □ Yes
	a) If yes, provide name of certifier and certification standard: Certifier:
	Certification Standard: PrimusGFS NSF Ag GLOBALG.A.P. Other (Provide):
2)	Does your operation currently have a GLOBALG.A.P. Number (GGN)?
	□ No □ Yes, provide:
3)	If your operation is currently GLOBALG.A.P. certified, do you have any open sanctions by your current certifier? ☐ N/A, not GLOBALG.A.P. ☐ No sanctions ☐ Yes. Describe:
D	Contact Information
ا. 1)	Is the contact person for your GLOBALG.A.P. program the same as for your organic program?
٠,	☐ Yes ☐ No. Please provide contact details below.
	If no additional contact provided, CCOF will direct GLOBALG.A.P. certification correspondence to your primary organic contact. Primary GLOBALG.A.P. Contact
	Name :
	Phone: Email(s):
	Preferred written communication method: Postal Mail
2)	Additional GLOBALG.A.P. Contacts
-,	Please list all people at your operation authorized to conduct inspections, meet with inspectors, modify the OSP, or otherwise act on behalf of the company.
	Name/Title Phone number Email
	Name/Title Phone number Email

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Orga	anic 🗸 💩						
	Name/Title		Phone no	ımber	Email		
3)	The GLOBALG.A.P. online database allows the public to see your operation's certification status (but not by your company's name and address) by searching via your GLOBALG.A.P. Number (GGN). <i>Please decide if you want your company's name and address to also be included</i> :						
	☐ I want my company name and	d address to be l	isted and searcl	nable on the 0	GLOBALG.A.P. on	line public database.	
	☐ I only want users with a regist	tered GLOBALG	.A.P. account to	be able to se	arch for my comp	any name and contact information.	
E.	Other Information						
1)	Do you use any subcontracted e	•	• .		led in the GLOBAL	.G.A.P. program?	
2)	If produce handling is included in ☐ No ☐ Yes (describe):	ı your GLOBALG	G.A.P. applicatio	n, do you pac	k product for othe	GLOBALG.A.P. certified producers?	
F.	Unannounced Inspection	ıs:					
•	Unannounced inspections are a	required part of	the certification	and CCOF is	required to perforr	n these on 10% of our operations.	
>	For all non-GFSI benchmarked of certifications (e.g. v5.4-1-GFS, V				otification is allowe	ed, and for all GFSI benchmarked	
>		count towards the				on window (4 months prior or after uire you provide 15 blackout days	
>	CCOF charges for unannounced unannounced inspections mid-ye					nowever, we do not charge for G.A.P. Program Manual for Details.	
1)	Please provide CCOF with 15 k provide an unannounced inspe June 1 st .						
G.	Production Handling Uni	ts (PHUs)					
>	A PHU is a facility or location wh facilities. Only post-harvest hand						
1)	Complete the table below to list all PHUs included in your GLOBALG.A.P. application. If necessary, attach a separate sheet to include additional facilities or products.						
	Facility Name or ID	Square	Number of	Produc	cts Handled	Location (Address)	

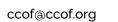
Facility Name or ID	Square Footage	Number of Lines	Products Handled	Location (Address)

H. Production Sites

- ▶ A production site is a site (farm, field, orchard, etc) where the products are differentiated from that of other sites.
- 1) Complete the table below to list **all production sites** included in your GLOBALG.A.P. application. If necessary, attach a separate sheet to include additional fields, locations, acreages and crops.

Field Name or site ID	Total Acreage	Products (crops) & Acreage of each crop	Location (Address)

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(831) 423-8528



Field Name or site ID	Total Acreage	Products (crops) & Acreage of each crop	Location (Address)

I. Production Information

- ▶ NOTE: If you own the produce through harvest and packing, even though your operation does not physically harvest or pack (e.g. you contract the harvest and/or packing) your operation and certification is responsible for compliance of the harvest crews, or the packing shed to the GLOBALG.A.P. checklist.
- ▶ If your product is sold in-field and your operation does not perform the harvest or packing, CCOF is required to obtain verification (via a contract or agreement). If applicable, submit a copy of the contract or email verification indicating the ownership of the crop takes place in the field, prior to harvest. This helps verify you are not responsible for harvest, and it will not be part of your certification.
- ▶ Please review the numbered definitions below and complete the table for all products included with your application. Attach an additional table if necessary or more convenient.

additional table if ficeessary					Yes/I	No				
Product Name (include scientific name if possible)	First Harvest (total acres)	First Harvest Date¹ (Start of harvest season for this crop)	Further Harvest ² (acres)	Likely country of destination	Covered? Greenhouse, high tunnel?	Responsible for Harvest ³	Responsible Field Packing ⁴	Responsible for Handling ⁵	Parallel Production ⁶	Parallel Ownership ⁷
Ex: Broccoli (Brassica oleracea)	5	4/5/14	5	USA & Canada	No	Yes	Yes	No	No	No

¹ <u>First Harvest Date:</u> The beginning of the harvest season for your main crop will be used to assess next year's renewal date. GLOBALG.A.P. requires CCOF to ensure one certificate is not used to cover two harvest seasons. If you do not confirm renewal of your certification next year with CCOF 30 days prior to this date, CCOF is required to shorten the certificate validity.

² <u>Further Harvest:</u> The "Further Harvest" (subsequent harvest) of the same or different crop on the same area during the certification cycle, i.e. lettuce grown on 5 acres is harvested, in the same area, 5 more acres of lettuce is being planted and harvested as Further Harvest. **Note, you do not get billed for the acreage of the further harvest acreage.**

³ <u>Responsible for Harvest:</u> If you own the produce through harvest, then harvest must be included in the certification. If produce is sold in the field, prior to harvest, and the buyer is responsible for the harvesting of the product, you are not required to have the harvest reviewed as part of their GLOBALG.A.P. certification. There must be a contract between the grower and the buyer and you have to submit evidence of this to CCOF prior to the audit.

⁴ Responsible for Field Packing: Producers responsible for packing at the point of harvest (in-field packing) will be considered as producer handlers and applicable GLOBALG.A.P. control points will apply.

⁵ Responsible for Handling: If you perform produce packing outside of the field as part of the legal entity seeking GLOBALG.A.P. certification, then the post-harvest handling activity and facility must be included in the certification. If you do not physically pack the product, but you contract a packing-shed and you own the crop while it's being packed, then packing is part of your certification, and you are responsible for ensuring the packing shed is in compliance with the GLOBALG.A.P. Checklist you are using.

⁶ <u>Parallel Production:</u> A situation where you produce the same product partly under your GLOBALG.A.P. certification, and partly in a non-GLOBALG.A.P. certified process, and you own both products. This is only allowed if the certified and non-certified products come from different production sites.

⁷ <u>Parallel Ownership:</u> A case in which a grower who produces a product in a GLOBALG.A.P. certified process buys the same product from a non-certified source. For example, growing GLOBALG.A.P. certified broccoli and buying in non-GLOBALG.A.P. broccoli.

J. Credit Card Payment Information

Annual fees are based on the acreage of certified crops in a 12-month period and depend on which GlobalGAP standard you are enrolling in. Please contact CCOF directly so we may access your fees.

Type of Credit Card: Uisa Master Card	Amex	Amount: \$
Credit Card Billing Address:		
City:	State:	Zip code:

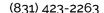
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Name on Card:	Email Address:		Phone Number:		
Credit Card Number:					
Expiration Date (mm/yy):		Security Number (The three-digit code on the back of your card. For Amex, this is the four digits on the front):			
CCOF applies a 3% surcharge to each credit card transaction. No additional surcharge is applied to debit card transactions.					
Signature:					

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O	oera	tion Name:		Date:			
K.	Ce	rtification Contract and	Agreement				
>	The		•	the legal entity seeking GLOBALG.A.P. certification			
			applicant acknowledges that it has rec ation Manuals and agrees to:	eived, has read, fully understands, and agrees to be			
1)		legally bound by and comply vices Program manuals.	vith the requirements set forth in the CCC	OF GLOBALG.A.P. Certification Program and Certification			
2)			ours for GLOBALG.A.P. inspections (3 honnual and audit fees outlined in the CCO	ours onsite for Option 1 Individuals and 6 hours for QMS). F GLOBALG.A.P. Program Manual.			
3)		nply with and strictly adhere to ted to the following:	all CCOF standards, procedures and po	licies described in the CCOF Manuals including but not			
	a)	certified production areas, str and any investigation of com	uctures, or offices; including examining d	or handling aspects of the operation, including non- locuments, records, personnel and client's subcontractors nced or unannounced at the discretion of CCOF or as on, or other governing body.			
	b)			than five (5) years beyond their creation. When sending duced in their entirety or as specified by CCOF CS.			
	c)		under normal business hours for review	ity, government entity with jurisdiction, or other governing and copying to determine compliance with the applicable			
	d)	Understanding CCOF may us	se subcontractors for inspecting, testing a	and other technical services, as necessary.			
	e)	Submitting to CCOF any app	licable fees as described on the most cur	rent fee schedule or as included in the quote for services.			
	f) Immediately notifying CCOF of any chan applicable standards, regulations or gove		any change in our certified operation or portion of it that may affect its compliance with the ns or governing law.				
	g)	and ceasing all use of GLOB	ALG.A.P.'s trademark and seal upon noti	with CCOF GLOBALG.A.P. Certification Program Manual ce by CCOF. Any use of GLOBALG.A.P.'s trademark or constitutes an infringement of GLOBALG.A.P.'s rights.			
	h)	Destroying or returning to CC	OF all packaging and certificate(s) upon	notice from CCOF.			
	i)	Authorizing CCOF to list cert	fied parcel crops, products, services, and	acreage on my certificate and in the CCOF Directory.			
	j)		keting material containing reference to C	ted with this operation, and destroying or returning all COF in the event that this operation withdraws, or its			
	k)		by the policies in the CCOF Certification urisdiction, Indemnification and Limit of L	Program Manual section 6 including but not limited to iability.			
ĠLŒ	DBA	LG.A.P. certification. I underst		nd agree to the above General Requirements for CCOF y be cause for sanctioning of certification and attest that all			
Na	ame	Title	Signature	Date			
l, th	e C	COF representative, acknowl	edge receipt of the above-named operation	on for CCOF GLOBALG.A.P. certification.			
Na	ame	Title	Signature	Date			

ccof@ccof.org





