



Stay Organized and Compliant

THE CCOF COMPLIANCE REPORT

Find Every Request or Reminder Easily

The CCOF Compliance Report will help you stay organized and keep your operation in compliance. This custom report will give you an immediate understanding of your operation's current state of compliance, from recently-closed major issue action items to pending items that need to be addressed.

A **Compliance Level**

The Compliance Level describes the severity of the Deviation (what is out of compliance). From most to least severe, you might see levels such as Proposed Adverse Action, Noncompliance, Condition of Certification, or Guidance on your Compliance Report. Each compliance level will have different due dates, requirements, and options.

B **Instructions**

These instructions outline the requirements and options specific to the Compliance Level of your Action Item.

C **Action Item**

This is an Action Item. This includes a description of how your operation is out of compliance (the Deviation), the action you need to take (the Action Item), and the relevant regulatory standard (the Requirement). Each Action Item has a unique number. Refer to it in your response to CCOF.

D **Updates/Requests Awaiting Review by CCOF**

Keep track of items you've submitted to CCOF for review. No more confusion about whether we've received the item.

E **Helpful Resources and Information**

This section makes communicating CCOF member benefits and other important organic news easier than ever.

CCOF Compliance Report
Generated on 5/22/2018-12:25:55PM for Fresh Test Client zz997

To: Jane Doe, jdoe@ccof.org

Your Certification Service Specialist is A. Gamai Gregory: ggregory@ccof.org, 831-346-6234.
This Compliance Report may contain more than one compliance level. Each compliance level may have different due dates, requirements and options. Note your Action Item # in your response so we can serve you better.

National Organic Program (NOP) Action Items

A **Compliance Level: Condition of Ongoing Certification**

Please respond to the deviations below by their due dates in order to correct or rebut them. If unresolved, the deviations below will escalate to noncompliance.

B To respond to these items, use Action Item Tracker in MyCCOF for online submission, or send an email to inbox@ccof.org, or mail your response to CCOF at 2155 Delaware Ave, Suite 15, Santa Cruz, CA 95060. Include the Action Item number in your response. If you need an extension, contact us in a timely manner.

C 267298-18 **Compliance Level: Condition of Ongoing Certification**
Due: 06/21/18 **Deviation:** OSP Form G1.0 does not include a description of your operation.
Action item: Update OSP Form G1.0 to include a description of your operation.
Requirement: NOP 205.201.

D **Updates or requests received from your operation**

Item Type	Information	Received	Number
Materials Update	GRO by NutriGro Reason for use: fertilizer	03/13/2018	252971-18

General Information

- Where a response is required, please respond as directed to avoid a noncompliance and \$150 late fee; CCOF Certification Services Program Manual.
- You may surrender your certification or withdraw your application at any time. NOP § 205.402(c); 205.404(c).
- If you apply to another certification agency, you must disclose all noncompliances with a description of the corrective actions taken; NOP § 205.401(c); 205.405(e).
- All fees are non-refundable. You are responsible for all costs of services provided. NOP § 205.402(c), 205.406(a).

E **Helpful Resources and Information**

- Organic System Plan (OSP) documents are available at: www.ccof.org/documents.
- The CCOF Certification Services Program Manual and Organic Standards are available at: www.ccof.org/clients/standards.
- Your inspection report is available at MyCCOF. If you would like a paper copy, contact the CCOF Home Office.
- To learn more about the Compliance Report purpose and structure, visit Certification News: www.ccof.org/certnews/cr

Through hands-on trainings, workshops, and seminars, CCOF's Organic Training Institute provides resources for organic professionals that cover the latest organic research and best production practices. [Take a look at our 2018 Spring Term lineup »](#)

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You can generate your Compliance Report at any time and it will include all your outstanding action items! Learn more about the CCOF Compliance Report at www.ccof.org/compliance-report »