



CCOF

Organic Certification Education & Outreach Political Advocacy Promotion

Material Review Request Form

To add materials to your Organic System Plan (OSP) Materials List, follow the instructions below. All materials approved for your operation appear on your OSP Materials List. **It is your responsibility to verify all input materials are allowed before use.**

A. INSTRUCTIONS

- ▶ To add materials to your OSP Materials List that are currently OMRI or WSDA listed:
 1. Identify the product on the OMRI and/or WSDA lists by visiting www.ccof.org/materialssearch
 2. Complete Sections B and C below OR simply contact CCOF by phone, email, or mail. Completion of this form is not required to request changes.
 3. Requested materials will be added to your OSP Materials List (restrictions on use may apply), and you will be provided with an updated copy of OSP Materials List.

- ▶ To add materials **not** OMRI or WSDA listed to your OSP Materials List:
 1. Contact CCOF by phone or email to determine if the material has been previously reviewed by CCOF.
 2. If the material has been previously reviewed by CCOF and found to be allowed, it will be added to your OSP Materials List. You will not be required to submit further information about the material.
 3. If the material has not been previously reviewed by CCOF, you will need to complete the sections below and submit information about all ingredients to allow CCOF to make a decision. Submit:
 - A copy of the label showing 100% of all ingredients, or
 - A copy of the MSDS. Only adequate if 100% of ingredients are disclosed, or
 - A current statement from the manufacturer which lists 100% of ingredients.
 - For all “inert” or “other” ingredients shown on product label or MSDS, provide a statement from the manufacturer that discloses all inert ingredients.
 4. If approved, materials will be added to your OSP Materials List (restrictions on use may apply), and you will be provided with an updated copy of your OSP Materials List.

B. TIMELINE. How soon do you need the material reviewed? *(Review does not guarantee approval):*

- In 2 business days RUSH service – Bill me a rush review fee of \$300
- In 5 business days RUSH service – Bill me a rush review fee of \$150
- Normal, no rush service. Will be reviewed by CCOF as quickly as possible, in the order received.

C. PRODUCT INFORMATION

Reason for use:

Date:

CCOF operation requesting review:

Material manufacturer:

Name and formulation of product:

Have you applied/used this material? Yes No. Comments:

Submit requests by email inbox@ccof.org, phone (831) 423-2263, fax (831) 423-4528, or mail to the address below.

NOPB05, V1, R6 6/22/2015

