



Operation Name: \_\_\_\_\_ Date: \_\_\_\_\_

You must use management practices and physical barriers to prevent commingling of organic and nonorganic crops during harvest and transport, and to prevent contamination from contact with prohibited substances.

**A. Responsibility for Harvest & Transport**

The certified organic operation responsible for harvest and transport of organic crops must maintain relevant records. Certified operations that contract with uncertified companies for harvest and transport services must maintain records for activities performed by uncertified companies on their behalf.

Records must be sufficient to trace organic crops/products from production to sale or transport and must be traceable back to the last certified operation. Records must document prevention of commingling between organic and non-organic crops/products and prevention of contamination from contact with prohibited substances.

1) My operation is responsible for **harvest** in the following ways (mark all that apply):

- My operation performs the harvest.
- My operation (or my contracting organic handler, e.g. shipper, marketer, buyer) hires an uncertified company (contract harvester) to harvest my crop. Complete A3 below and describe all activities performed by the harvester in section B.
- Other responsibility for harvest (describe): \_\_\_\_\_
- Not applicable, no responsibility for harvest (e.g. crop is sold "in the field"). Describe: \_\_\_\_\_

2) My operation is responsible for post-harvest **transportation** in the following ways (mark all that apply):

- My operation transports the crop
- My operation (or my contracting organic handler) hires an uncertified company to transport my crop. Complete A3 below and describe all activities performed by the transporter in section B.  
*Certification of the transporter is required if the transporter **handles** the crops during transport (e.g. pack, repack, treat, sort, open, enclose, label). See the [Exempt Handler Affidavit \(EHA\)](#) for more details on activities performed by transporters that may require certification.*
- Other responsibility for transport (describe): \_\_\_\_\_
- Not applicable, no responsibility for transport (e.g. crop is sold "in the field"). Describe: \_\_\_\_\_

3) If you or your contracting organic handler (e.g. shipper, marketer, buyer) hires any **uncertified companies** to harvest and/or transport organic crops, how do you ensure that you maintain the applicable records?

- Not applicable. Skip to section B.  
*You must maintain records of activities performed by uncertified companies on your behalf. If records are generated by the uncertified company, you must obtain or have access to the records. Applicable records include, but are not limited to the following:*
  - Harvest records showing date, quantity, crop(s), and certified organic parcel where crops were harvested.
  - Cleaning records for harvest equipment, such as cleaning or purge logs or standard operating procedure (SOP).
  - Transportation records sufficient to trace crops back to the certified organic grower and link to the production lot number, shipping identification or other unique identification located on the nonretail container used for shipping the crop.
  - Transportation records demonstrating commingling and contamination are prevented during transport, such as truck cleaning procedures or clean truck affidavit.

Mark all that apply:

- My operation generates the records.
- The uncertified company generates the records and provides them to me.
- My contracting organic handler obtains the records from the uncertified company and provides them to me.
- Other (describe): \_\_\_\_\_



**B. Harvest & Transport Practices**

Not applicable, my operation has no responsibility for harvest and transport, as indicated in section A above.

*If uncertified companies are hired, you are responsible for ensuring they comply with your OSP as outlined in this section and you must maintain all relevant records.*

1) Do organic crops directly contact any equipment used during harvest, in-field washing and/or packing, or transport?

No. Skip to question B3.  Yes. Complete the following table.

Equipment type (Only list equipment that contacts organic crop)	Dedicated to organic only? (Yes/No)	Own, rent, borrow, or custom work?	How is it cleaned before organic use, including type(s) of materials used?	Rinsed? (Yes/No, and any other details on how prohibited substance residues are removed)
<i>Example: harvest bins</i>	<i>No</i>	<i>Own</i>	<i>Wash with soap, sanitize with chlorine</i>	<i>Yes, triple rinse</i>

2) How are equipment cleaning/purging activities documented?

Cleaning and/or purge logs  A Standard Operating Procedure (SOP) is followed (attach SOP)  
 Other (describe):

3) Do you wash crops in the field?

No. Skip to question B4.  Yes. Complete this section.

a) If you treat wash water on-site (e.g. RO, UV, carbon filtration, water softeners, pH adjustment), does treated water meet Safe Drinking Water Act Standards? Contact treatment manufacturer if you are unsure.

Not applicable  Yes. *CCOF may request documentation that treated water meets Safe Drinking Water Act standards.*

b) Do you add any substances to the wash water, e.g. peracetic acid, hydrogen peroxide, chlorine?

No  Yes. List materials on your [Grower Materials Application \(OSP Materials List\)](#).

c) Do you add chlorine to the wash water?

No. Skip to question B4.  Yes. Continue below.

i) If yes, do products undergo a final fresh water rinse?

*Residual chlorine levels in water at the last point of contact must not exceed the maximum residual disinfectant limit under the Safe Drinking Water Act.*

Not applicable  Yes  No, chlorine never added to water above SDWA limits

4) Are both organic and nonorganic crops grown?

No. Skip to section C.  Yes, complete question 5.

5) Describe the **management practices** and/or **physical barriers** used to ensure that organic and nonorganic crops are not commingled during harvest and/or transport from the field. Mark all that apply.

- Closed containers  Harvested at different times
- Visually distinct organic & nonorganic crops  Shipped on separate vehicles
- Shipped to separate destinations
- Other (describe):

*In [G7.0 Labeling](#), describe **labeling** of nonretail containers to identify organic status during transport from the field. In [G8.0 Record Keeping](#) describe how you distinguish between organic and nonorganic in your **records**.*



**C. Post-Harvest Handling/Processing at Another Certified Operation**

- 1) Are your crops handled/processed by another certified organic operation after harvest?
  - No. Stop, this form is complete.
  - Yes, but ownership of crops is transferred before or upon delivery to the facility. Stop, this form is complete.
  - Yes. Complete this section.

- 2) List all finished organic products and their corresponding organic handler or processor below, or attach another list. Include private label products. For each **multi-ingredient product**, submit an ingredient statement from the manufacturer to compare to your label (not required if co-packer is CCOF certified).

*Product category, detail and brand name will appear on your CCOF client profile (certificate addendum); product category and detail will appear in USDA's [Organic Integrity Database \(Integrity\)](#). CCOF reserves the right to modify product categories to reflect CCOF naming conventions.*

Product Category	Product Detail (if any)	Packaging Form	Certified Operation where Product is Handled or Processed
<i>Example: Almonds</i>	<i>Shelled</i>	<input checked="" type="checkbox"/> Retail	<i>ABC Hulling &amp; Shelling</i>
		<input type="checkbox"/> Retail <input type="checkbox"/> Nonretail <input type="checkbox"/> Unpackaged	
		<input type="checkbox"/> Retail <input type="checkbox"/> Nonretail <input type="checkbox"/> Unpackaged	
		<input type="checkbox"/> Retail <input type="checkbox"/> Nonretail <input type="checkbox"/> Unpackaged	

- 3) Attach organic certificates for all handlers/processors listed above.  Attached  
*Certificates must be **current** (issued within the last 15 months) and **complete**, listing the **specific finished products above** and including the **brand (if any)**. In [G8.0 Record Keeping](#), describe your monitoring practices to verify the organic status of the crops/products you source, and prevent organic fraud.*
- 4) Attach all labels in [G7.0 Labeling](#).  Attached