|  |  |  |  |
| --- | --- | --- | --- |
| **Operation Name:** |  | **Date:** |  |

## ► Complete this form if you provide processing or handling services for OCal product that you do not own or take title to or if you provide fee for service processing.

## General Information

1. Describe specific services you provide (i.e. extraction, drying, curing, trimming). Services may be added to your CCOF client profile.

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|  |

1. Does your service include formulating or processing multi-ingredient products?

[ ]  Yes. Stop, do not complete this form. Complete [**OCal H2.0 OCal Products**](http://www.ccof.org/resource/ocal-h20-ocal-products), [**OCal Product Application**](https://www.ccof.org/resource/ocal-product-application), [**OCal H2.0A Ingredient Suppliers**](http://www.ccof.org/resource/ocal-h20a-ingredient-suppliers)**,** and [**OCal H2.0B Product Formulation**](https://www.ccof.org/resource/ocal-h20b-product-formulation).

[ ]  No. Complete this form.

## Products

* 1. List all nonorganic materials that directly contact organic ingredients, OCal cannabis, and/or or OCal cannabis products on your [**OCal Handler Materials Application (OSP Materials List)**](https://www.ccof.org/resource/ocal-handler-materials-application-osp-materials-list); e.g. processing aids, packaging aids, gases, extraction materials.

*Only materials included on your Handler Materials Application (OSP Materials List) may be used. It is your responsibility to verify that all materials are allowed before you use them.*

[ ]  Attached [ ]  Not applicable, no materials used

* 1. Do you purchase or supply ingredients as part of your service?

[ ]  Yes [ ]  No [ ]  Sometimes

If sometimes, please explain:

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If yes or sometimes, complete [**OCal H2.0 OCal Products**](http://www.ccof.org/resource/ocal-h20-ocal-products), **[OCal Product Application](https://www.ccof.org/resource/ocal-product-application)**, and [**OCal H2.0A Ingredient Suppliers**](http://www.ccof.org/resource/ocal-h20a-ingredient-suppliers), and skip to section C.

If No, how do you verify that incoming customer products are certified organic and/or OCal? Check all that apply.

*Your inspector will verify that you maintain current organic and /or OCal certificates for your customers and that certificates list the products or parcels represented as organic and/or OCal.*

[ ]  Request CCOF approval of each new customer prior to accepting or handling any organic and/or OCal shipments and verify that product or parcel is listed on certificate prior to providing service.

[ ]  Request a current organic and/or OCal certificate with each incoming shipment and verify that product or parcel is listed on certificate prior to providing service.

[ ]  Request a current organic and/or OCal certificate annually and verify that product or parcel is listed on certificate prior to providing service.

|  |  |
| --- | --- |
| [ ]  Other (describe):  |  |

* 1. Do uncertified brokers, traders, wholesalers, distributors use your services for OCal products?

*Providing services to uncertified handlers requires additional audit trail verification at inspection.*

[ ]  No [ ]  Yes, attach an [**OCal Uncertified Handler Affidavit**](https://www.ccof.org/resource/ocal-uncertified-handler-affidavit) (OCal UHA) for each uncertified handler

* 1. If yes, how will you ensure that only certified suppliers are used by the uncertified handler? Check all that apply.

*Audit trail records must link directly back to the last certified operation.*

[ ]  I do not provide service until certified supplier is identified by uncertified handler and I have determined the OCal certificate is legitimate and complete.

[ ]  For any delivery that cannot be traced back to the certified supplier, refuse or hold shipment until the certified supplier is verified.

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| [ ]  Other (describe): |  |

## Labels

* 1. Do you label products or repack products into other packaging that displays OCal claims?

[ ]  Yes [ ]  No [ ]  Sometimes [ ]  Not applicable, no package

If sometimes, please explain:

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If yes or sometimes, complete the [**OCal Product Application**](https://www.ccof.org/resource/ocal-product-application) and attach label(s). [ ]  Attached

*Labels must be pre-approved by CCOF prior to use.*

## Storage Facilities

1. If off-site facilities are used to store organic ingredients, OCal cannabis, and/or or OCal cannabis products while unsealed or in permeable packaging, complete this table or provide an attachment with this information.

[ ]  Not applicable [ ]  Attached

|  |  |  |
| --- | --- | --- |
| **Storage Facility Name & Location** | **Ingredients/Products Stored** | **Documentation** |
|  |  | *[ ]  OC\* [ ]  UHA\*\** |
|  |  | *[ ]  OC\* [ ]  UHA\*\** |
|  |  | *[ ]  OC\* [ ]  UHA\*\** |

\*Attach the OCal Certificate (OC) for each certified storage facility listed above.

\*\*For any non-certified facilities listed above, attach a CCOF [**OCal Uncertified Handler Affidavit**](https://www.ccof.org/resource/ocal-uncertified-handler-affidavit) (OCal UHA). OCal UHAs must be signed by the uncertified storage facility manager.