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

* **Complete this form ONLY if you are an all-organic operation performing simple post-harvest handling activities on-farm for only your own organic product.** Simple activities include: washing, drying, dehydrating, hulling, shelling, pressing, sun drying, freezing, cutting, sorting, sizing, or packing.
* This form **does not apply** if you are handling both organic and nonorganic products, making multi-ingredient products, operating a multi-farm CSA, or performing complex handling such as baking, brewing, extracting, etc. Instead, complete the Handler OSP forms applicable to your operation indicated on the [**Guide to Handler OSP Forms**](https://www.ccof.org/resource/guide-handler-osp-forms).

## General information

1. Site Name & Location (full address):

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1. List, or attach a list, of all organic products handled here.

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1. Attach a complete written description or a schematic flow chart of where and how the product is received, processed, packaged, and stored. Identify ALL equipment, processes, pest control practices (including preventative practices, and mechanical/physical controls), and storage areas. If the descriptions provided are not complete, or show that you are performing complex processing, you may be required to complete a Handler OSP.

[ ]  Complete description attached

1. List any materials used for facility pest control at this post harvest handling location on your [**Grower Materials Application (OSP Materials List)**](https://www.ccof.org/resource/grower-materials-application-osp-materials-list)**.**  [ ]  None used
2. **Sanitation and Water Use**
3. Do you use any equipment sanitizers, or any **no-rinse** equipment cleaners/detergents, on organic food contact surfaces?

[ ]  Neither one is used. Skip to question B2.

[ ]  Yes. List materials on your [**Grower Materials Application (OSP Materials List)**](https://www.ccof.org/resource/grower-materials-application-osp-materials-list). Complete this section.

* 1. Describe how the equipment is cleaned and/or sanitized.

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* 1. How do you ensure that organic food contact surfaces are free of residuals (ex. quaternary ammonia)?

[ ]  Chlorine materials and/or sanitizers allowed to evaporate completely

[ ]  Thorough rinses, including a double rinse procedure

|  |  |
| --- | --- |
| [ ]  Residue testing (indicate type): [ ]  pH [ ]  Quaternary ammonia [ ]  Other: |  |
| [ ]  Other (describe):  |  |

1. Is water used in direct contact with organic products (ex. wash water)?

[ ]  No. Skip to section C. [ ]  Yes. Complete this section.

* 1. Do you add any substances to water that contacts organic products (ex. peracetic acid, hydrogen peroxide, chlorine, etc.)?

[ ]  No. Skip to section C [ ]  Yes. List on your [**Grower Materials Application (OSP Materials List)**](https://www.ccof.org/resource/grower-materials-application-osp-materials-list). Complete this section.

* 1. If you add chlorine to water that directly contacts organic products, indicate how you meet the following restriction:

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

[ ]  Not applicable, no chlorine added [ ]  Final rinse with water only [ ]  Final rinse with chlorine at or below SDWA limit

1. **Packaging**
2. Are all packaging materials, including reused packaging, are free of prohibited materials (ex: fungicides, preservatives, fumigants)? Contact packaging manufacturer if you are unsure.

 [ ]  Yes [ ]  Not applicable, no packaging