

How to use the USDA Organic Integrity Database (OID)

What is the OID?

It's the USDA Organic Integrity Database. This is the official location to check if an operation is certified organic. OID should be part of any certified organic operation's supplier management system and organic fraud prevention plan.

BIG Change!

Certifiers must keep information current in the OID. Operation-level information should be current. Loss of certification through Surrender, Suspension, or Revocation must be updated within 72 hours by the certifying agent. Information in OID will be more accurate than any PDF certificate you receive.

Certificate vs Addendums: Certificates and OID Operation Profiles are issued from the USDA OID, and addendums (or annexes) are issued by the certifying agent separately. Each certifying agent will approach addendums separately, but OID is now the official verification location for certification status.

Acreage Note: It is likely acreage information will not be updated until the operation's field(s) are confirmed as certified for the season. New acreage information may not be posted until confirmed through inspection. Product updates and scope information is required and should be representative of operation status at the time of viewing. If questions exist, contact the certifying agent or operation for clarification.

Who maintains information? USDA National Organic Program (NOP) houses the information in the OID but is not supplying the data. Data is supplied by the certifying agent, based on information supplied by the operation.

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Setting up your search.

Instructions for performing advanced searches in OID, and opportunities to extract information through the advanced search function.

PART 1: Searching for operation(s) in advanced search.

Step 1: Follow the hyperlink to the USDA OID Website.

https://organic.ams.usda.gov/integrity

Step 2: Select "Advanced Search" on the right:



Step 3: Setting up your advanced filter.

Once the advanced search page opens, you can modify your search parameters and filter settings. The filter choices populate the left side of the page, and the following instructions supply resources for performing an effective advanced search.

Update the following fields according to your needs:

- a. Program: Leave as USDA NOP unless you are searching for an operation certified under a different organic standard, such as Canada's CFIA-COR. Only operations certified to the USDA or exporting to the US under equivalencies will be listed. Remember that all importers must be certified to USDA NOP standards.
- b. Certifier: Leave blank unless you want to see how many operations a specific certifier has certified.



c. Operation Information: Skip operation Information <<for now>>.







d. Operation Status:

a. Unselect: "check all"b. Check: "Certified"

Note: surrendered, suspended, revoked indicate the operation is NOT certified and should be excluded unless specifically of interest. If you search for an operation and they do not appear, select "Check All" to see if they are no longer certified.



e. Scopes and products:

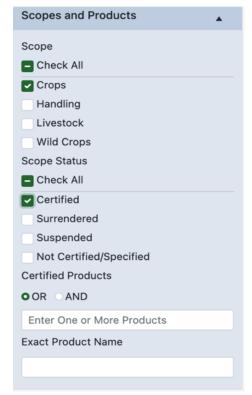
- a. Unselect "Check All"
- b. Choose "Crop" and/or other scope(s) if you would like i.e. "Livestock", "Handler", "Wild Crop". You may select 1, 2,3, or all 4 scopes, depending on the search needs.

f. Scope Status:

a. Unselect: "Check All"b. Select: "Certified"

g. Services and Business Types: Optional

Use if you'd like, otherwise leave unselected. This will indicate "true" or "false" in the report for each business type.







h. Operation Information: Move back up to "Operation Information"

If wanted, it's possible to narrow down by location (country, state, city) --AND-- (if specific production information search is desired)

Under Scopes and Products:

- Choose "Certified Products";
- Keep "or" selected.
- and type the commodity or product. Note that this field can be input very differently across certifying agent, and spelling can vary. The more specific the search words, the more limiting your results will be. It is recommended that you perform a broader search, then use the download spreadsheet option to filter by product, rather than search in OID by product.

j. Complete Search:

Scroll back to the top and press "Search". The bottom search button does not work consistently and should be ignored.

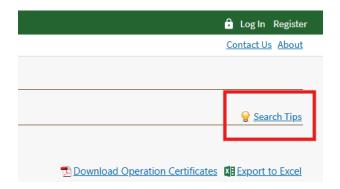
Operation Information Operation Name (Incl Other & Former) Structured Name Search NOP Operation ID Certifier Client ID Contact Last Name City State/Province Enter One State to Select Counties County Enter One or More Counties ZIP/Postal Code Country/Territory Enter One or More Countries

k. Export Search Results to XLS.

If you'd like to export your search to an .xls spreadsheet, click "export to excel" on the top right side of the page after search. The spreadsheet will show in your "downloads" folder when complete.

l. Search Tips

Click the "Search Tips" link in the upper right corner for additional information on how to use OID's search functions.



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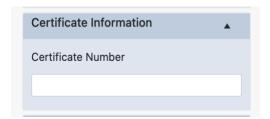
www.ccof.org



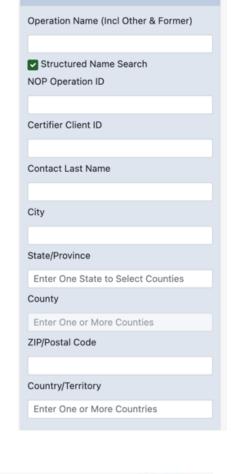
PART 2: Confirming Certified Status of Operations

If OID is being used to confirm certified status, follow the instructions provided below:

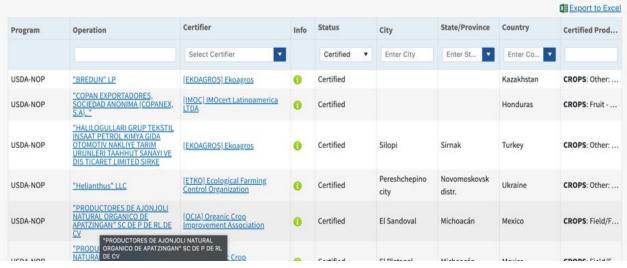
- 1) Go to Advanced Search (as described above).
- 2) In "Operation Information" search by any of the criteria.
 - a. Please note that misspellings in the system or when you search can impact the search outcomes.
 - b. You can alternately search by Certificate Number (less common):



- 3) Hit "Search"
- 4) Select the operation.

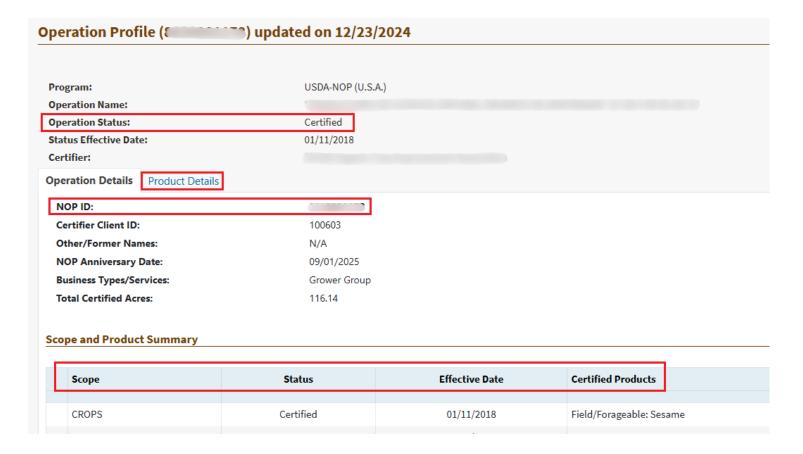


Operation Information



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5) Review the operation's overall certification status at the top of the page. Their unique NOP ID number will also be listed. The scope of certification, as well as the acreage/products/animals included in the certification, will be listed at the bottom of the page. You can also click the "Product Details" subtab to see products listed out individually and use the filters to look for specific products.



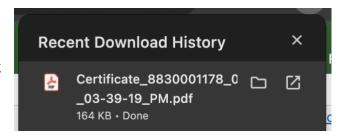
6) Click the "print certificate" on the upper right-hand side of the screen.



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7) When you select "Print Certificate"

a. The certificate will automatically download to your files. Check if there is a pop-up blocker if you don't see it download. An OID Operation Profile listing acreage, crops, or products may also be included with the certificate.



- 8) The Certificate Addendum (an auxiliary optional document issued by certifying agents) -Is not available through the OID. Depending on what you are purchasing/sourcing, the Operation Profile in OID (if available) may not be sufficient to demonstrate compliance. You may need to request the addendum through the operation you are purchasing from.
 - a. Example reasons you may need the addendum from the certifying agent: product name is not listed in OID, brand name of purchased product is not in OID, specific product international compliance is not in OID.

This resource was originally developed by Strengthening Organic Systems (SOS). Used with permission.

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