



# ORGANIC CERTIFICATION

Service, Support & Integrity



**Farmers • Processors • Livestock  
Services • Private Labelers • Ingredients • Retailers**

CCOF advances organic agriculture for a healthy world. We advocate on behalf of our members for organic policies, support the growth of organic through education and grants, and provide organic certification that is personal and accessible.

**We're your partner in the organic movement. We make organic certification seamless by providing:**

- Online certification management
- Personal service throughout the United States
- International export services
- Food safety services
- Certification support tools
- An "Organic is Non-GMO & More" seal



CCOF is accredited by the U.S. Department of Agriculture to certify to the National Organic Program standards.

**To learn more, visit [www.ccof.org](http://www.ccof.org) »**



## Expedited Certification Program

- ▶ If you have a short certification time frame, we provide optional expedited services to meet your needs. Complete this form and return it with your certification application, by email to [inbox@ccof.org](mailto:inbox@ccof.org), or by fax to (831) 423-4528.
- ▶ **There are no refunds on expedited services.**

### Who is this program for?

- ▶ Operations who would like to finish the certification process as soon as possible (such as impending harvests, market releases, or product launch deadlines). Note that CCOF is currently not accepting expedited requests for our Regenerative Organic Certified® program, Food Safety programs or reinstatement requests.

### How much does the expedited service cost?

- There are no refunds on expedited services and expedited services are billed per inspection.
- New NOP applicants OR Addition of a new NOP scope to your existing CCOF certification: \$2,850 includes the application fee.
- Addition of a new facility or equipment: \$2,350 includes the add facility or equipment fee.
- New Acreage: \$2,125 includes add acreage fee.
- Annual inspection of existing certification: \$2,000.
- See the [CCOF Certification Services Program Manual](#) for details. Expedited services may incur higher than average inspection expenses.

### What will CCOF provide?

- Your application receives top priority processing and CCOF will begin securing an inspector immediately.
- Once your application is reviewed and accepted, your inspection will occur as soon as possible based on your schedule and inspector availability.
- CCOF will review the inspection report and identify outstanding issues or grant certification within eight business days from the date of inspection. *(If a sample is taken during the inspection, the timeline for CCOF to review the inspection report begins the day the sample results are received by CCOF.)*

### What is expected of me?

- A complete application describing your practices.
- Timely responses to requests for information during the application and inspection review processes.

### Can certification be guaranteed by a certain date?

- No, certification is dependent upon compliance onsite, the completeness of your application, and the inspector's findings.

1) **Operation Name:** \_\_\_\_\_ **Client Code:** \_\_\_\_\_  
(current clients only)

2) **Service Requested:**  New Application OR Add Scope  Add Facility/equipment  Add Acreage  Annual Inspection

3) **Payment:** Amount: \$ \_\_\_\_\_  I have a discount code: \_\_\_\_\_

Check included (payable to CCOF)  Bill me (current clients only)  Charge my credit card:  Visa  MC  Amex  
 CCOF applies a 3% surcharge to each credit card transaction. No additional surcharge is applied to debit card transactions.

Credit Card Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date (mm/yy): \_\_\_\_ / \_\_\_\_ Security Number: \_\_\_\_\_

4) **Signature:** \_\_\_\_\_



## INNOVATIVE ONLINE CERTIFICATION TOOLS

### Managing your certification just got easier.

MyCCOF is the most powerful tool in certification. Monitor your certification and renewals, access key documents, track the inspection and certification process, respond to action items, search for and add approved materials, and much more—all from your computer, tablet, or phone.

MyCCOF is free for CCOF-certified members. Visit [www.ccof.org/myccof](http://www.ccof.org/myccof) to get started.

### Use MyCCOF to:

#### » Track Action Items

Review outstanding requests from CCOF and respond directly, including uploading documents. You can also check on updates you've sent to us.

#### » Get Your Organic System Plan Online

Download your current OSP in real time, whenever and wherever.

#### » Find Materials & Track Your Approved List

View the materials CCOF has approved for your operation. Plus, remove, search, and add new materials as you need them!

#### » Download Certificates

Find your current certificates and download other CCOF certified operation's certificates.

#### » Monitor Inspections

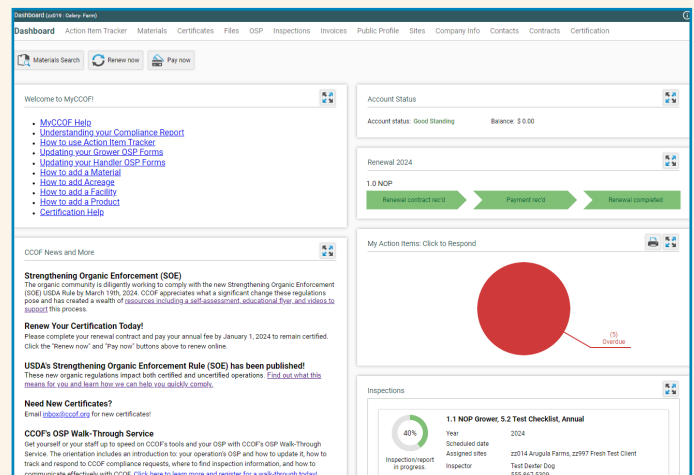
Follow the inspection process. Access inspector contact information, find reports, and stay informed.

#### » Find Service Staff

Find your CCOF service staff and more.

#### » Pay Bills

Track invoices and pay online!



#### » Manage Your Public Profile

Publicize your company, sales methods, and social media sites through our online directory.

#### » Track Clients & Facilities

Manage several CCOF-certified operations with a single login. Great for consultants and partnerships!

#### » And More—Continual Improvements

CCOF is dedicated to making certification easy to manage, and we're continually innovating new ways to make MyCCOF even better than before.

# Visit [www.ccof.org/myccof](http://www.ccof.org/myccof) today to let MyCCOF work for you!



## Certification Made Simple



### SEARCH

for materials approved for use in organic production.



### ADD

new materials to your Organic System Plan (OSP).

### Need to add materials to your OSP? It's easier than ever before.

With MyCCOF Materials Search, you'll never again guess if a material has been reviewed. All CCOF internally-reviewed materials, OMRI Products List® materials, WSDA Brand Name List materials, and CDFA Registered organic input materials can be searched in one place. Plus, you can request OSP changes online day or night, from any device.

#### » Find What You Need in Our Library

View all CCOF internal material review information, plus OMRI Products List® materials, WSDA Brand Name List materials, and CDFA Registered organic input materials. Know what has and has not been approved in the past and view the status of any reviewed material.

#### » Easily Add to Your OSP

Request addition of materials to your OSP with the click of a button.

#### » Save Time

No longer is a phone call necessary to add materials. Take control and add to your OSP whenever, wherever; even with a smartphone!

#### » Get Notifications

See status of materials you have requested and any restrictions on their use.

### Do you have current certificates for CCOF certified operations? Access and track them with confidence.

Anyone purchasing organic ingredients will love the "CCOF Certificate Portal" in MyCCOF. This one-of-a-kind service offers tracking and management of CCOF-certificates. Access CCOF certificates today!

#### » Get the Green Light

Once you have identified a CCOF certified operation to track, you can easily identify their standing: green, yellow, or red indicators allow for quick review of certification status.

#### » Easier Purchasing

Better tracking maintains integrity. Find all your CCOF-certified supplier data in one place. The CCOF Certificate Portal is a way to track the status of a CCOF certified operation, it is not your Organic System Plan (OSP) and does not reflect your approved suppliers.

#### » Real-Time Notifications

Receive immediate email notification if any certification status changes.

#### » Instant Certificates

Track certifications and get your suppliers' certificates as soon as they are created. Conveniently search for certificates by date.

#### » Faster Inspections

Fly through your inspection with an organized queue of certificates and real-time access to their certification status.

#### » Organize and Prepare

Never accept an uncertified load again! MyCCOF's "CCOF Certificate Portal" feature will save you time and costly mistakes.



Need help getting started? Read our MyCCOF FAQs at [www.ccof.org/faq](http://www.ccof.org/faq) »



# CCOF COR COMPLIANCE CERTIFICATION CONTRACT

- ▶ **CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada**
- ▶ Please see the [CCOF COR Compliance Program Manual](#) for information about who should enroll in this program and the requirements.
- ▶ Please keep a copy of all documents submitted to CCOF for your records.
- ▶ See [www.ccof.org/faq](http://www.ccof.org/faq) or contact us with questions. Find all forms at [www.ccof.org/resources/resource-library](http://www.ccof.org/resources/resource-library).
- ▶ **Complete and send the following to apply for certification:**
  - CCOF COR Compliance Program Certification Contract (this 5-page form)
  - Organic System Plan (OSP) forms and attachments
    - Carefully review the Organic System Plan (OSP) Guide and complete all forms indicated:
      - [Guide to COR Handler OSP Forms](#)
  - \$350 nonrefundable fee due with application
    - My credit card information is on page 5     I have included another form of payment
    - I have a discount code: \_\_\_\_\_

Email to: [inbox@ccof.org](mailto:inbox@ccof.org) Or Mail to: CCOF, 877 Cedar Street, Suite 248, Santa Cruz, CA 95060

▶ How did you hear about CCOF? \_\_\_\_\_

## A. Operation Information

Public information about certified operations is made available at [www.ccof.org/resources/member-directory/](http://www.ccof.org/resources/member-directory/) and print directories released by CCOF CS. For a complete list of the information provided, please read the "Confidentiality and Public Information, & Data Reporting" chapter in the [CCOF Certification Services Program Manual](#).

1) Registered Legal Business Name: \_\_\_\_\_

Legal "Doing Business As" (DBA), if applicable: \_\_\_\_\_

Phone: \_\_\_\_\_ Website (optional): \_\_\_\_\_

2) Registered Legal Business Address:

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

3) Explain whether the DBA listed above appears in your audit trail records and under what circumstances, e.g., DBA is only used for certain products or markets, or for all products and markets. *DBA names can only be included on your organic certificate if you are operating the same certified legal business entity under a different name. Describe whether the DBA is registered at the state or local level.*

Description attached

4) Legal Information:

Federal Tax ID#: \_\_\_\_\_

Sole Proprietorship. Owner's Name: \_\_\_\_\_

Partnership. Owner's Names: \_\_\_\_\_

Corporation -OR-  LLC. State of incorporation: \_\_\_\_\_

Name of owners, or officers and their titles: \_\_\_\_\_





# CCOF COR COMPLIANCE CERTIFICATION CONTRACT

5) Physical Location of Your Operation.

Where organic production occurs, or records are kept (for importer/broker/trader/private label owners). Your physical location will be inspected and will be listed on your organic certificate. If you do not occupy, lease, or own this location, you are responsible for ensuring that CCOF can access the location during an unannounced inspection.

Identical to registered legal business address above.

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

6) Mailing Address if different:

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

7) Billing Address if different:

Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

8) Preferred method of written communication:  Email  Postal Mail

### B. Organic Operation Summary

Help us understand your organic operation. Describe or attach a summary description of your organic business or plans.

Your full details will be on the complete Organic System Plan you submit.

Description attached

### C. Contact Information

1) Primary Contact

Please designate one person as primary contact. This person will be listed in the CCOF online directory. This person should be knowledgeable of your operation, your Organic System Plan, your operation's activities, applicable organic standards, and have the authority to act on behalf of the operation. **All communication will be sent to this contact.**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2) Additional Contacts

Please list all people at your operation authorized to conduct inspections, meet with inspectors, modify the OSP, or otherwise act on behalf of the operation. Check the CC box for contacts that should receive all communication along with the Primary contact listed above. Attach an additional list if necessary.

CC:

Name/Title Phone number Email

CC:

Name/Title Phone number Email

CC:

Name/Title Phone number Email

### D. Certification Program Information

1) What types of products does this operation process, handle, or sell? Check one:

Both organic and nonorganic product(s)  Organic product(s) only

2) Please indicate any markets you export to directly or indirectly (as an ingredient or through brokers/traders etc).

USA  EU  UK  Japan  Taiwan  Switzerland  Mexico  South Korea  Other: \_\_\_\_\_





# CCOF COR COMPLIANCE CERTIFICATION CONTRACT

3) By what date do you anticipate the need for certification? Month/Day/Year: \_\_\_\_\_

*The certification process could take 12 weeks or longer. If you need a shorter timeline you can enroll in the [Expedited Certification Service](#).*

4) Is your operation currently certified organic?

No  Yes, provide name of certifier: \_\_\_\_\_

5) Has this operation ever previously applied for, or been granted, organic certification

No. Skip to section E.  Yes. Complete this section and provide name of certifier: \_\_\_\_\_

a) Was the operation's certification ever suspended or cancelled?  Yes  No

b) Did the operation surrender certification with outstanding non-compliances?  Yes  No

c) Did the operation withdraw its application for certification with outstanding non-compliances?  Yes  No

6) If you answered yes to a, b, or c above, please list the years and organic certification agencies, attach a copy of all relevant letter(s) and a description of all corrective actions:

Year(s): \_\_\_\_\_  Letters Attached

Corrective actions taken: \_\_\_\_\_

## E. Annual Certification Fee

CCOF will estimate and invoice your certification fee based on the information provided below and collected at the initial and subsequent inspections. Please refer to the [CCOF Certification Services Program Manual](#) for fee information. **If you do not provide the information requested below, you cannot move forward in the certification process, and your inspection will be delayed. Certification fees must be paid prior to issuance of certification.** Certification fees are confirmed upon application acceptance and may change.

1) What is your current or expected total value of certified organic production/sales/services (gross, next 12 months):

a) **If you are a Handler, Processor, Private Label Brand Owner, Broker, Importer or other non-farm business:** What is your current or expected cost of certified organic ingredients/products purchased (next 12 months) and service fees charged by certified organic co-processors. This will be subtracted from the amount in line 1 to determine your annual certification fee.

b) **If you are a Retail or Restaurant operation:** What is your current or expected number of stores (next 12 months).





# CCOF COR COMPLIANCE CERTIFICATION CONTRACT

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

## F. Certification Contract and Agreement

► The following must be signed by a legally authorized representative of an operation and by all applicants for certification by CCOF CS (CCOF).

By signing this document, the applicant acknowledges that it has received, has read, fully understands, and agrees to be bound by the CCOF CS Certification Manuals and agrees to:

- 1) **For operations and any responsibly connected person seeking NOP certification:** Comply with all State and applicable organic production and handling regulations as described in rules issued by the United States Department of Agriculture Agricultural Marketing Service (including those regulations in 7 CFR Part 205 and the NOP Handbook as published on the USDA AMS NOP website).
- 2) **For operations seeking COR certification:** Comply with all Province and applicable organic production and handling regulations as described in rules issued by the Canada Food Inspection Agency
- 3) **For operations seeking CCOF GMA: Comply** with the requirements set forth in the CCOF GMA Manual.
- 4) **For all operations:** Comply with and strictly adhere to all CCOF standards, procedures and policies described in the CCOF Manuals including but not limited to the following:
  - a) Establishing, implementing, and updating annually an Organic System Plan that will be submitted to CCOF.
  - b) Permitting on-site inspections at least once per calendar year with complete access to the production or handling aspects of the operation, including non-certified production areas, structures, or offices by CCOF. These inspections may be announced or unannounced at the discretion of CCOF or as required by an accreditation authority, government entity with jurisdiction, or other governing body.
  - c) Maintaining all records applicable to the organic operation for not less than five (5) years beyond their creation.
  - d) Allowing authorized representatives of CCOF, an accreditation authority, government entity with jurisdiction, or other governing body access to these records under normal business hours for review and copying to determine compliance with the applicable standards, regulations or governing law.
  - e) Understanding CCOF may use subcontractors for inspecting, testing and other technical services, as necessary.
  - f) Submitting to CCOF any applicable fees as described on the most current fee schedule.
  - g) Immediately notifying CCOF concerning any application, including drift, of a prohibited substance to any field, production unit, site, facility, livestock, or product that is part of an operation.
  - h) Immediately notifying CCOF of any change in your certified operation or portion of it that may affect its compliance with the applicable standards, regulations or governing law.
  - i) Using the CCOF name and seal(s) only in accordance with CCOF standards and ceasing all use of CCOF's name and seal upon notice by CCOF. Any use of CCOF's names or marks, without the express consent of CCOF, is strictly prohibited and constitutes an infringement of CCOF's rights. CCOF shall be entitled to its reasonable attorney's fees and costs incurred in bringing any civil action, arbitration, or mediation to enforce its rights to its names or marks.
  - j) Destroying or returning to CCOF all packaging and certificate(s) upon notice from CCOF.
  - k) Understanding that the use of the CCOF name and seal must be in accordance with the CCOF standards.
  - l) Authorizing CCOF to list certified parcel crops, products, services, and acreage on my certificate and in the CCOF Directory.
  - m) Immediately ceasing all claims of CCOF certification associated with this operation, and destroying or returning all certificates, labeling, and marketing material containing reference to CCOF in the event that this operation withdraws, or its certification is suspended or revoked.
  - n) Agreeing to be legally bound by the policies on Governing Law, Consent to Jurisdiction, Indemnification and Limit of Liability as described in the CCOF Certification Program Manual section 6.
  - o) Agreeing to be legally bound by the "Standards of Behavior" detailed in the CCOF Certification Program Manual.

I, the owner or legally authorized corporate representative, acknowledge the above General Requirements for CCOF certification and understand that any willful misrepresentation may be cause for denial of an application and sanctioning of certification. I authorize the person(s) listed above to act on behalf of my company in establishing or maintaining organic certification. I attest that all information in this application is true and accurate to the best of my knowledge:

| Name/Title | Signature | Date |
|------------|-----------|------|
|------------|-----------|------|





# CCOF COR COMPLIANCE CERTIFICATION CONTRACT

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

## G. Credit Card Payment Information

|   |  |
|---|--|
| Type of Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Amex       | Amount: \$   |
| Credit Card Billing Address:  |  |
| City:   | State: Zip code:   |
| Name on Card:   | Phone Number:  |
| Credit Card Number:   |  |
| Expiration Date (mm/yy): /  | Security Number (The three-digit code on the back of your card. For Amex, this is the four digits on the front): |
| CCOF applies a 3% surcharge to each credit card transaction. No additional surcharge is applied to debit card transactions. |  |
| Signature:  |  |

## H. Public Profile Information (optional)

Use these options to describe your operation. This information will be used to populate your online directory profile and to help CCOF promote your unique operation.

### 1) Online Presence:

- Facebook: \_\_\_\_\_  LinkedIn: \_\_\_\_\_
- Instagram: \_\_\_\_\_  Pinterest: \_\_\_\_\_
- X (formerly Twitter): \_\_\_\_\_  Youtube: \_\_\_\_\_

### 2) Sales Methods:

- Community Supported Agriculture (CSA): \_\_\_\_\_
- Copacking Services (CS): \_\_\_\_\_
- Export (EX): \_\_\_\_\_
- Farmer's Market (FM): \_\_\_\_\_
- Ingredients (Ing): \_\_\_\_\_
- Internet (WWW): \_\_\_\_\_
- Produce Stand (PS): \_\_\_\_\_
- Retail (R): \_\_\_\_\_
- Tasting Room/Winery: \_\_\_\_\_
- U-Pick (UP): \_\_\_\_\_
- Wholesale (WS): \_\_\_\_\_

### 3) Apprenticeship Options:

- Apprenticeship Offered: \_\_\_\_\_
- Terms:  Board  Internships  Wage  Other: \_\_\_\_\_

### 4) Company Statement (Promotional/sales/informational or public statement about your company):





**The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada**

- ▶ **Complete all OSP section(s) listed for each activity that matches your current organic activities or plans.** Do not complete sections that are not applicable to your operation.
- ▶ If your activities change in the future, you may need to either complete additional OSP forms or retire OSP forms.

**If you do this (more than one may apply):****Fill out these forms:**

|   |   |
|---|---|
| 1) Apply for CCOF organic certification.  | <ul style="list-style-type: none"><li>• <a href="#">CCOF COR Compliance Certification Contract</a></li><li>• <a href="#">H5.0 COR Record Keeping for Handlers</a></li></ul>   |
| 2) Process or physically label organic products at a facility I own or lease.   | <ul style="list-style-type: none"><li>• <a href="#">COR Handler Materials Application (OSP Materials List)</a></li><li>• <a href="#">COR Product Application</a></li><li>• <a href="#">H2.0 COR Organic Products</a></li><li>• <a href="#">H2.3 COR Organic Facility</a> (for each location)</li><li>• <a href="#">H4.0 COR Organic Practices</a> (for each location)</li></ul> |
| 3) Use nonagricultural processing aids, packaging aids, sanitizers, or other additives in or on organic products.   | <ul style="list-style-type: none"><li>• <a href="#">COR Handler Materials Application</a></li><li>• <a href="#">COR Nonorganic Processing Material Affidavit</a> (if applicable)</li><li>• <a href="#">COR Natural Flavour Affidavit</a> (if applicable)</li></ul>  |
| 4) Source ingredients for organic products.   | <ul style="list-style-type: none"><li>• <a href="#">H2.0A COR Ingredient Suppliers</a></li></ul>  |
| 5) Process multi-ingredient organic products.   | <ul style="list-style-type: none"><li>• <a href="#">H2.0B COR Product Formulation</a> (for each product)</li></ul>  |
| 6) Contract other independently certified facilities to produce or label a product.   | <ul style="list-style-type: none"><li>• <a href="#">H2.0 COR Organic Products</a></li><li>• <a href="#">COR Product Application</a></li></ul>   |
| 7) Act as a broker, trader, or purchase products for sale under my own brand or label (private label owner).  | <ul style="list-style-type: none"><li>• <a href="#">H2.0 COR Organic Products</a></li><li>• <a href="#">H2.0A COR Ingredient Suppliers</a></li></ul>  |
| 8) Provide processing, handling, toll processing or fee-for-services for organic products that I do not own or take title to, or provide fee for service processing/packaging, etc. | <ul style="list-style-type: none"><li>• <a href="#">H2.4 COR Organic Services</a></li></ul>   |
| 9) Package products under a brand or private label owned by someone else.   | <ul style="list-style-type: none"><li>• <a href="#">COR Co-Packer Application</a> (for each brand not CCOF certified)</li></ul>   |
| 10) Export, design export labels, or sell to a buyer who requires international verification.   | <ul style="list-style-type: none"><li>• <a href="#">Global Market Access Program Application</a> (exports to US, EU, UK, Japan, Switzerland, Taiwan)</li><li>• <a href="#">NOP Import Certificate Request Packet</a> (exports to the US – exporter completes prior to each shipment)</li></ul>  |
| 11) Apply for certification of retail store or restaurant.  | <ul style="list-style-type: none"><li>• Contact CCOF regarding Retail certification options in Canada</li></ul>   |





**COR COMPLIANCE PROGRAM**

**COR PRODUCT APPLICATION**

Find all forms at [www.ccof.org/documents](http://www.ccof.org/documents). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

**The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada**

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

- ▶ List all organic **finished products** below, including private label products and **attach all labels**. *Product category will appear in directory of CCOF certified operations. Product category, detail, and brand name will appear on your certificate. CCOF reserves the right to modify product listings to reflect directory naming conventions.*
- ▶ Ensure all suppliers are listed on your [COR H2.0A](#). Submit a [COR H2.0B](#) for any new multi-ingredient product.
- ▶ Private label owners: For each co-packed multi-ingredient product, submit an ingredient statement from the manufacturer to compare to your label.
- ▶ If you are enrolled in the GMA Program, indicate which market you will export each product to and submit all labels.
- ▶ If you package any products for private label/marketer customers (brands you do not own), complete the [COR Co-Packer Application](#).
- ▶ Once you are certified, refer to your CCOF Client Profile Addendum for a complete list of all products currently included in your certification.

| <b>Product Category</b><br><i>ex: Ice Cream</i> | <b>Product Detail</b><br><i>ex: Vanilla Bean</i> | <b>Brand Name</b><br><i>ex: The Sweetest Spoon</i> | <b>Packaging Form</b><br><i>Attach labels</i><br>Retail<br>Nonretail<br>Unpackaged | <b>Product label claim</b><br>Organic or ≥ 95% Organic<br>Organic<br>70-94% Organic Ingredients          | <b>Name of:</b><br><input type="checkbox"/> Certified location where product is processed (may be your own facility)<br>OR<br><input type="checkbox"/> Certified co-packer of private label product<br><i>Attach certificate</i> | <b>Export Market</b><br><i>Ex: US, Japan, EU, Switzerland</i> |
|---|--|--|--|--|--|---|
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |
|   |  |  |  | <input type="checkbox"/> Organic or ≥ 95% Organic<br><input type="checkbox"/> 70-94% Organic Ingredients |  |   |









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**D. Permitted Substances List – Pest Control Materials**

- ▶ Materials on the CAN/CGSB-32.311 Permitted Substances List (PSL) may be used only if preventative practices and mechanical/physical controls are not sufficient to prevent or control pests.
- ▶ Only list materials that are used in organic production and storage areas.

| Material                            | Brand Name | Manufacturer | Location Used and Method of Application<br><i>(e.g. storage, fogging, crack and crevice)</i> |
|-------------------------------------|------------|--------------|--|
| Ammonium Carbonate                  |            |              |  |
| Baits for bait stations             |            |              |  |
| Boric Acid                          |            |              |  |
| Carbon Dioxide                      |            |              |  |
| Cholecalciferol (vitamin D3)        |            |              |  |
| Diatomaceous Earth                  |            |              |  |
| Neem Oil                            |            |              |  |
| Pheromones and other semiochemicals |            |              |  |
| Pyrethrins                          |            |              |  |
| Repellents                          |            |              |  |
| Soaps, ammonium                     |            |              |  |

**E. Non-Permitted Substances List – Pest Control Materials**

- ▶ Materials not on the CAN/CGSB-32.311 Permitted Substances List (PSL) may be used only if preventative practices, mechanical/physical controls, and Permitted Substances Lists materials (listed above in part D) are not sufficient to prevent or control pests. Justification for the use of non-Permitted Substances Materials must be provided.
- ▶ Only list materials that are used in organic production and storage areas.

| Brand Name | Manufacturer | Location Used and Method of Application<br><i>(e.g. storage, fogging, crack and crevice)</i> |
|------------|--------------|--|
|            |              |  |
|            |              |  |
|            |              |  |
|            |              |  |
|            |              |  |
|            |              |  |
|            |              |  |
|            |              |  |







The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

Complete this form if you manufacture, process, label, physically handle, broker, trade, distribute, resell organic products or contract another certified operation to process and/or package organic products in your brand or label (private label brand owner).

A. Organic Products and Ingredients

1) For ingredients listed on your [H2.0A COR Ingredient Suppliers](#) and [COR Handler Materials Application \(OSP Materials List\)](#), do you source and procure the ingredients and materials?

Yes No Not applicable, no ingredients/materials sourced.

a) If no, indicate who sources these ingredients or materials: \_\_\_\_\_

2) If you are a private label owner/marketer who contracts an independently certified co-packer to produce your branded products, do you purchase, take title to, or take physical possession of ingredients?

Not applicable, not working with co-packers. Skip to question A3.
No, co-packer sources and procures ingredients. Skip to section B.
Yes, I source ingredients.

a) If sourcing ingredients, choose all that apply:
I select suppliers.
I purchase ingredients.
I take physical possession of ingredients for storage and ship them to my co-packer.

b) If sourcing ingredients, select which of the following applies:
I provide all organic supplier information to my co-packer and each shipment to the co-packer directly connects back to the certified supplier. Skip to section B. H2.0A COR not required.
I do not provide organic supplier information to my co-packer. H2.0A COR required for organic ingredients. CCOF will list your organic ingredients on your organic certificate, along with finished products.

3) How do you verify that all supplier organic certificates are current for all organic ingredients and products?

Suppliers are listed on [H2.0A COR Ingredient Suppliers](#).

I request updated, complete certificates annually from each supplier.
I require a current certificate for each shipment.
Other (describe): \_\_\_\_\_

4) Who is responsible for approving new organic suppliers? How often do you switch suppliers, add new suppliers, make one-off purchases or do "spot purchasing" to prevent shortages? How do you ensure that new suppliers are compliant and approved prior to purchasing?

Add new suppliers to your H2.0A COR form. Frequent changes may result in increased audit trail verification at inspection.

5) For formulations listed on your [H2.0B COR Product Formulation](#) form(s), do you control recipes/formulas for products (i.e. own, manage, or have knowledge of the formulation)?

Yes No Some Not applicable, single ingredient products only.

a) If no or some, indicate who controls which formulations: \_\_\_\_\_

6) How do you verify that only allowed ingredients, materials, and product formulas are used?

Only ingredients, materials, and formulas appearing on your H2.0A COR, H2.0B COR, and COR Handler Application (OSP Materials List) as approved by CCOF may be used.

Submit to CCOF for review and approval prior to use, including new suppliers, ingredients, and updated formulas.
Other (describe): \_\_\_\_\_

7) For finished products labeled "Organic" containing nonorganic agricultural ingredients, attach an [H2.7 COR Commercial Availability](#) form for each nonorganic ingredient.

Attached Not applicable, no nonorganic agricultural ingredients.





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

B. Facilities

- 1) Are products handled at multiple facilities?
a) A list of the facilities:
b) Organic certificates for facilities other than your own:
c) A description of the flow of products between facilities:
2) If you have other operations (co-packers) produce products for you at their facility, list co-packers below and attach their certificates.
Certificates for private label products must list branded products specifically.

Table with 2 columns: Co-packer Facility Name, Facility Address

- 3) How do you verify that all co-packers' organic certificates are current for all co-packed organic products?
4) If off-site facilities are used to store organic ingredients or products while unsealed or in permeable packaging, complete this table, or provide an attachment with this information.

Table with 3 columns: Storage Facility Name & Address, Ingredients/Products Stored, Documentation

\*Attach the Organic Certificate (OC) for each certified storage facility listed above.
\*\*For any non-certified facilities listed above, attach a COR Storage Facility Affidavit (SFA).

C. Labeling

Organic labeling guidelines are available at www.ccof.org/labeling. Submit all labels for all organic products.

- 1) How do you verify that only allowed labels are used?
2) Do you package any products for private label/marketer customers?
a) If yes, is the Private Label Owner/Marketer CCOF certified for this product?





Find all forms at [www.ccof.org/documents](http://www.ccof.org/documents). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

- ▶ List all suppliers and ingredients used in organic products, including "work in process" ingredients made in house.
  1. Attach organic certificates for all certified vendors, manufacturers, and suppliers.  Attached  
*Certificates must be dated within the last 12 months and must list the specific product you use. You must request updated certificates annually.*
  2. For each multi-ingredient ingredient, submit an ingredient statement from the manufacturer to compare to your label.  Attached
- ▶ An [Excel version](#) of this document is available at [www.ccof.org/documents](http://www.ccof.org/documents) or by contacting CCOF.
- ▶ Update this master list as you add and remove suppliers. Highlight **new suppliers or products in yellow** and **removed suppliers or products in blue** to simplify updates.
- ▶ List all **nonorganic processing aids, sanitizers, and packaging aids** that contact organic products on your [COR Handler Materials Application \(OSP Materials List\)](#). For each nonorganic ingredient or processing aid not previously approved by CCOF, submit a [COR Nonorganic Processing Material Affidavit](#) or [COR Natural Flavour Affidavit](#). *Private label owners who do not manufacture are not required to submit nonorganic ingredients or processing aids for review.*

| Vendor<br><i>The entity that your operation is receiving the Ingredient from</i> | Manufacturer/Supplier<br><i>Only list if different from vendor, and vendor is not certified organic</i> | Ingredient Name<br><i>List one ingredient per line</i> | Organic?<br><i>(Yes, No)<br/>If yes, attach organic certificate</i> | Date Added to H2.0A COR | Certifier<br><i>(Optional, for your use)<br/>ex: CCOF</i> | CCOF Use Only |
|--|---|--|---|-------------------------|---|---------------|
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |
|  |   |  |   |                         |   |               |



# COR COMPLIANCE PROGRAM PRODUCT FORMULATION SHEET

OSP SECTION: **H2.0 B COR**

Find all forms at [www.ccof.org/documents](http://www.ccof.org/documents). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

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The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

- ▶ Use this form for each multi-ingredient product you manufacture. *Private label/marketers who do not process products are not required to complete this form; submit an ingredient statement from the manufacturer instead.*
- ▶ An [Excel version](#) of this document is available online or by contacting CCOF. Complete one H2.0B COR form for each product.
- ▶ Multi-ingredient organic ingredients (e.g. organic chocolate chips) may only count as 95% organic content unless ingredient certifier verification confirms a higher percentage.<sup>1</sup>
- ▶ If an ingredient you are using contains added water or salt by a prior processor and the water or salt will be declared on your final product ingredient statement, the applicable water or salt must be excluded from the final product calculation.<sup>2</sup>
- ▶ For each nonorganic ingredient or processing aid not previously approved by CCOF, submit a [COR Nonorganic Processing Material Affidavit](#) or [COR Natural Flavour Affidavit](#).

|   |  |                     |                                   |   |
|---|--|---------------------|-----------------------------------|---|
| <b>Product Name:</b>  |  |                     |                                   |   |
| <b>Label Brand Name(s):</b>   |  |                     |                                   | <b>Certifier on Label:</b>                              |
| <b>Ingredient</b><br><i>As listed on H2.0A COR form<br/>Do not list salt or water</i> |  | <b>Quantity (A)</b> | <b>Weight, %, or fluid volume</b> | <b>% Organic Content of Ingredient (B)</b>              |
| <i>Example: organic chocolate chips</i>   |  | 20                  | grams                             | 95%   |
| <i>Example: organic wheat flour</i>   |  | 50                  | grams                             | 100%  |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
|   |  |                     |                                   |   |
| Total of non salt and water contents (D):<br><i>Total column (A)</i>                  |  |                     |                                   | Organic Contribution (G):<br><i>Total of column (C)</i> |
| Quantity Salt (E):  |  |                     |                                   |   |
| Quantity Water (F):   |  |                     |                                   | Total Organic %:<br>Divide (G)/(D)                      |
| Total Ingredient Quantity:<br>Add up (D), (E) and (F)                                 |  |                     |                                   |   |

Round down to nearest whole number

List processing aids used (e.g. Carbon Dioxide, Sodium Bicarbonate, etc.) including packaging aids if not listed above. Only ingredients and materials approved by CCOF and appearing on your [COR Handler Materials Application \(OSP Materials List\)](#) may be used.

<sup>1</sup> CAN/CGSB-32.310 section 9.1.2

<sup>2</sup> CAN/CGSB 32.310 section 9.1.3

CORB22, V1, R8, 8/20/2021





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

- ▶ Complete this form if you process organic products or take physical possession of products you sell or distribute.
- ▶ Complete one form for each facility/location.

A. General Information

1) Facility Name: \_\_\_\_\_

CRA Business Number (BN): \_\_\_\_\_

2) Do you (check one):

- Own this facility  Lease this facility

Only facilities that you own or lease can be included in your certification. Facilities that you do not own or lease must apply for separate certification.

3) Is facility information requested below in this section identical to the physical location address provided on your [CCOF COR Certification Contract](#)?

- Yes. Skip to section B  No

4) Site Address: \_\_\_\_\_ City: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

5) Contact (Name/Title): \_\_\_\_\_

6) Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

7) Email(s): \_\_\_\_\_

8) Is this facility currently certified organic by another certifier?

- No  Yes, provide name of certifier: \_\_\_\_\_

9) Has this facility ever previously applied for or been granted organic certification by any certification agency?

- No. Skip to section B.  Yes. Complete this section and provide name of certifier: \_\_\_\_\_

a) Was your certification or the certification of products or this facility ever suspended or cancelled?  Yes  No

b) Did you surrender your certification with outstanding non-compliances or conditions?  Yes  No

c) Was your application for organic certification ever issued a denial?  Yes  No

d) Did you withdraw your application for certification with outstanding non-compliances?  Yes  No

10) If you answered yes to a, b, c, or d above, please list the years and agencies, attach a copy of all relevant letter(s) and a description of all corrective actions:

Year(s): \_\_\_\_\_  Letters Attached

Corrective actions taken: \_\_\_\_\_

B. Facility Activities, Site Plan, and Product Flow

1) Processing or handling activities (examples: baking, mixing, etc.): \_\_\_\_\_

2) Attach site map(s) showing all organic processing and storage areas (may be hand drawn). Identify all equipment, machinery, grading stations, and storage areas used for organic products.  Map attached

3) Attach either a written description or a schematic product flow chart that describes or shows where and how ingredients or products are received, stored, processed, packaged, and warehoused.  Attached

- Submit a separate flow chart for each production type.
- The flow chart(s) must include all organic production steps.
- Include all equipment, machinery, grading stations, and storage areas used for organic products, and indicate where ingredients are added or processing aids are used.
- If product moves through different facilities, describe the flow across different facilities and submit an organic certificate for any contracted facility. You must request updated certificates at least annually.





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

- ▶ Complete this form if you are paid for providing processing or handling services for organic product that you do not own or take title to.
- ▶ If your operation performs organic services only, contact CCOF for further information before completing this form. Your operation may be eligible for an Attestation of Compliance as opposed to an Organic Product Certificate.

**A. General Information**

- Describe specific services for which you wish to be certified (e.g. nut hulling, storage, cooling):  
\_\_\_\_\_
- Does your service include formulating or processing multi-ingredient products?
  - Yes. Stop, do not complete this form. Complete [H2.0 COR Organic Products](#), [COR Product Application](#), [H2.0A COR Ingredient Suppliers](#) and [H2.0B COR Product Formulation](#).
  - No. Complete this form.

**B. Product(s)**

- List all sanitizers, processing aids, packaging aids and other **nonagricultural** materials that come into contact with organic products on your [COR Handler Materials Application \(OSP Materials List\)](#).
  - Attached  Not applicable, no materials used.
- Do you purchase or supply ingredients as part of your service?
  - Yes  No  Sometimes
  - a) If sometimes, please explain:  
\_\_\_\_\_
  - b) If yes or sometimes, complete [H2.0 COR Organic Products](#), and skip to question 3.
  - c) If No, how do you verify that incoming customer products are certified organic?  
*Your inspector will verify that you maintain current organic certificates for your customers on site.*
    - Request a current organic certificate annually and keep on file.
    - Request a current organic certificate with each incoming shipment and keep on file.
    - Other (describe): \_\_\_\_\_
- Do you package or label products?
  - Yes  No  Sometimes
  - a) If sometimes, please explain:  
\_\_\_\_\_
  - b) If Yes or sometimes, complete the [COR Product Application](#) and attach label(s).  Attached

**Note** – If your operation solely packages and/or labels product that you do not own for others, you may be eligible for an Organic Packaging and Labeling Certificate as opposed to an Organic Product Certificate. Contact CCOF for details.

**C. Storage Facilities**

- If off-site facilities are used to store organic ingredients or 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   |
|----------------------------------|-----------------------------|---|
|                                  |                             | <input type="checkbox"/> OC* <input type="checkbox"/> SFA** |
|                                  |                             | <input type="checkbox"/> OC* <input type="checkbox"/> SFA** |

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

\*\*For any non-certified facilities listed above, attach a [COR Storage Facility Affidavit](#) (SFA).





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

“Commercially available” - documented ability to obtain a production input or an ingredient in an appropriate form, quality, quantity or variety, irrespective of cost, in order to fulfill an essential function in organic production or preparation.

When an organic product contains 95% or more organic ingredients, a maximum of 5% non-organic ingredients may be used only if not commercially available in an organic form. Both the non-organic and organic form of an ingredient shall not be used.

- ▶ Complete one form for **each** nonorganic agricultural ingredient used in products labeled “organic” or other material requiring commercial unavailability documentation. Operators are required to update commercial availability information at least on an annual basis.

**A. Organic Ingredient Search**

1) Nonorganic agricultural ingredient: \_\_\_\_\_

2) Used in the following product(s): \_\_\_\_\_

3) Describe your search (potential suppliers, dates, search methods).  
*To demonstrate that organic agricultural ingredients are not commercially available, you are expected to contact at least three potential sources or explain why this type of search is not possible.*

4) Which criterion makes this product unavailable organically? Check all that apply.

- Form  Quality  Quantity  Variety

a) Please explain your answer using specific details.

**B. Annual Plan to Find Organic Form**

1) Describe your annual plan to find an organic form.

*Records or documents of continued efforts to locate an organic source will be reviewed at your annual inspections.*

2) Describe the record(s) to be used for documenting your search and any product testing each year, or attach a copy.  Attached





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

Complete this form if you take physical possession of products you sell or distribute, or run a processing or handling facility.

Facility covered by this form (If different from operation name):

A. Harvest

1) Do you harvest organic crops and/or contract out harvest of organic crops?

Records and organic certificates must show that harvested parcels are certified and harvest equipment is cleaned or purged.

No Yes (describe):

B. Receiving

1) Do you ever receive organic and nonorganic products at the same time or in the same vehicle?

Yes No

a) If yes, what steps are taken to prevent commingling of organic and nonorganic products?

Labeled pallets Organic product sealed or shrink wrapped Designated organic and nonorganic areas

Other (describe):

2) Do any products arrive unsealed or in permeable packaging (e.g. clamshells, open boxes, trucks) or in reusable containers/vehicles (e.g. RPCs, tankers, railcars)?

Transporters that combine or split unpackaged loads must be certified organic.

No. Skip to question B3. Yes. Complete this section.

a) If yes, how do you ensure contamination and commingling were prevented during transport (e.g. protection from sanitizer residue, gases, liquids)? Check all that apply.

Transporter records must be available for review at inspection, e.g. bill of lading, manifest, transaction certificate, shipping and delivery records, invoices, chain of custody, truck and trailer numbers, lot number.

Clean truck affidavit Cleaning and sanitizing material records Certified supplier provides documentation

Truck cleaning procedures Wash tags Tanker Seals Other (describe):

3) At receiving, how do you verify that incoming organic products are from approved suppliers, including shipments from uncertified brokers, traders, wholesalers, or distributors? Check all that apply or attach a description.

Receiving records must document verification and be available for review at inspection.

Approved organic supplier list verified against BOL or packaging/container labels.

Current organic certificate required with each shipment, supplier verified as approved, certificate verified to list product received.

For shipments from uncertified vendors, record uncertified handler, certified supplier, and certified supplier lot # on receiving log.

Other (describe):

C. Storage

1) How do you ensure organic products are not commingled with nonorganic products in storage?

Not applicable, all organic. All products sealed and labeled. Storage areas dedicated to, and identified as, organic.

Other (describe):

D. Packaging & Shipping

1) Are all packaging materials free of prohibited materials (e.g. fungicides, preservatives, fumigants)?

Yes Not applicable, no packaging.





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- 2) How do you prevent commingling of outgoing organic and nonorganic products?
- Organic never shipped with nonorganic.  Clearly labeled packages/pallets.  Organic product sealed or shrink wrapped.
  - Separate areas in vehicle.

Other (describe): \_\_\_\_\_

- 3) Are any products shipped in **unsealed** or **permeable packaging** (e.g. clamshells, open boxes, trucks) or in **reusable containers/vehicles** (e.g. RPCs, tankers, railcars)?

*Transporters that combine or split unpackaged loads must be certified organic.*

No. Skip to section E.  Yes. Complete this section.

- a) If yes, how do you ensure contamination and commingling will be prevented during transport (e.g. protection from sanitizer residue, gases, liquids)? Check all that apply.

*Transporter records must be available for review at inspection, e.g. bill of lading, manifest, transaction certificate, shipping and delivery records, invoices, chain of custody, truck and trailer numbers, lot number.*

Clean truck affidavit  Cleaning and sanitizing material records  Certified supplier provides documentation

Truck cleaning procedures  Wash tags  Tanker Seals

Other (describe): \_\_\_\_\_

## E. Water & Water Additives

*Water used in food production must meet applicable drinking water regulations.*

- 1) Is water used as an ingredient in organic products or used in direct contact with organic products, e.g. wash or flume water or crops washed in the field?

No. Skip to question E4.  Yes. Complete this section.

- 2) If you treat water on-site (e.g. RO, UV, carbon filtration, water softeners, pH adjustment), does the treated water meet applicable drinking water regulations? Contact treatment manufacturer if you are unsure.

Yes. CCOF may request documentation that treated water meets applicable drinking water regulations.

N/A, water not treated.

- 3) Is water used in direct contact with organic products, e.g. wash water?

No. Skip to question E4.  Yes. Complete this section.

- a) If yes, do you add any substances to water that contacts organic products, e.g. peracetic acid, hydrogen peroxide, chlorine?

No  Yes, list materials on your [COR Handler Materials Application \(OSP Materials List\)](#).

- b) Do you add **chlorine** to water that directly contacts organic products?

No

Yes, attach records or SOP used for monitoring chlorine. Records or SOP will be verified by your inspector. *Chlorine levels in water that contacts organic products shall not exceed maximum levels for safe drinking water.*

- 4) Does steam contact organic products or packaging?

No. Skip to section F.  Yes. Complete this section.

- a) If yes, and steam boiler is used, list each boiler chemical on your [COR Handler Materials Application \(OSP Materials List\)](#) and attach an ingredient statement for each:  Attached  N/A, no boiler used

- b) If volatile boiler chemicals are used, describe how you prevent organic products from contacting volatile boiler chemicals, e.g. by shutting off boiler chemical feed prior to organic runs (specify # of hours) and conducting condensate tests.  Attached





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**F. Equipment Cleaning and Sanitation**

All detergents used on organic contact equipment must be biodegradable. List all detergents and sanitizers on your [COR Handler Materials Application \(OSP Materials List\)](#)

- 1) List all equipment and surfaces that organic products contact during **handling, processing, transport, or storage** and describe the cleaning practices. Or provide this information as an attachment (ex: SSOP for organic):  Attached

| Organic Equipment/Contact Surface<br><i>(e.g. totes, processing lines, reused storage containers)</i> | Cleaned?<br>(Y/N) | Purged?<br>(Y/N) | Rinsed?<br>(Y/N) | Documentation<br><i>(e.g. wash tag, cleaning/production log)</i> |
|---|-------------------|------------------|------------------|--|
|   |                   |                  |                  |  |
|   |                   |                  |                  |  |
|   |                   |                  |                  |  |
|   |                   |                  |                  |  |

- 2) If any surfaces listed above are NOT either cleaned or purged prior to each organic run, explain why not:
- 
- 3) If equipment is **purged\*** (not cleaned) between runs, describe the purge procedure, including the product and quantity purged, where it goes, and how this is documented.  Attached

*\*Purge – To expel nonorganic product prior to processing organic product from food processing equipment (when equipment cannot be cleaned)*

- 4) Do you use any substances for cleaning or sanitation that are not on the COR Permitted Substances List section 7.3?  
 No, not applicable. Skip to question F5.     Yes. Complete this section.
- a) What removal event do you use to ensure that there are no residues on organic contact surfaces?  
 Rinsing  
 Residue Testing:  pH     Quaternary Ammonia     Other testing: \_\_\_\_\_
- b) If substances are used that are not on the COR Permitted Substances List section 7.4, how do you minimize the environmental impact of the effluent discharge?  Attached
- 5) If cleaning is NOT documented, explain why not:
- 

**G. Facility Pest Management**

- 1) Who is responsible for pest control in your facility?  
 In-house     Contracted pest control service (name): \_\_\_\_\_
- 2) Which of the following management practices do you use to **prevent** pests? Must use at least one:  
 Remove pest habitat, food sources, and breeding areas.     Prevent access to handling facilities.  
 Manage environmental factors to prevent pest reproduction (temperature, light, humidity, atmosphere, air circulation).  
 Other (describe): \_\_\_\_\_
- 3) Which of the following practices do you use to **control** pests in organic production and storage areas?  
 N/A, none used     Mechanical or physical controls, including traps, light, or sound.  
 Lures and repellents as listed in Table 8.2 of CAN/CGSB -32.311, *Organic Production Systems- Permitted Substances Lists (PSL)*. List lures and repellents that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#).





**The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada**

- 4) Are the measures listed above in questions G2 and G3 sufficient to prevent or control pests?  
 Yes. Skip to question G6.  No
- a) If no, explain: \_\_\_\_\_
- b) If no, list pest control materials from Table 8.2 of the PSL that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#).  
*Table 8.2 PSL materials include carbon dioxide, vitamin D3, boric acid, diatomaceous earth, and more.*
- 5) Are Table 8.2 PSL materials listed on your OSP Materials List sufficient to prevent or control pests?  
 Yes  No  N/A, none used
- a) If no, explain below (or attach justification). List pest control materials **not on the PSL** that you apply in organic production and storage areas on your [COR Handler Materials Application \(OSP Materials List\)](#).  Letter of justification attached
- \_\_\_\_\_
- 6) How do you prevent pest control materials from contacting organic products, ingredients, and packaging materials?  
 Remove product and packaging from areas to be treated  Wash and rinse organic contact surfaces after treatment  
 Cover equipment used for organic handling  Purge equipment with nonorganic product  
 Other (describe): \_\_\_\_\_
- 7) Where do you record pest control material use and measures taken to protect organic products or packaging?  
 Pesticide Use Log  Log describing removal/reentry of products and packaging  Purge log  
 Other (describe): \_\_\_\_\_





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

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

An "Audit Trail" or "trace-back" system documents the source, transfer of ownership, receipt, handling, production, processing, sale, and transportation of organic products. Records must disclose all activities and transactions in enough detail to be readily understood and audited. Records must link back to the last certified operation in the supply chain and must identify products as organic. Records must show compliance with organic requirements and be kept for at least five (5) years.

- Complete a separate H5.0 COR Record Keeping form for each process or product when different record keeping systems are used. Facility, product, and/or process covered by this plan:

A. Location of Records

Location where your organic product records can be reviewed during inspection.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Contact(name/title): \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email(s): \_\_\_\_\_

B. Tracking Organic Products

Your audit trail records and documents must identify products and ingredients as organic. Work with your suppliers to ensure that their documents also indicate organic status.

- 1) Describe Audit Trail System - Describe or attach a diagram of how your audit trail/trace-back system tracks products from inbound receiving through production or packing to final outbound shipping or invoice.
a) Common audit trail documents - Bills of Lading (BOL), purchase orders, invoices, contracts, packing slips, certificate of analyses, import records, product specification sheets, receiving logs, inventory logs, batch records, manifests, transaction certificates, shipping and delivery records (weigh tickets, scale tickets, receipts, tags), chain of custody, truck and trailer numbers, clean truck affidavits.
b) Uncertified suppliers - Audit trail information is required for each incoming shipment from an uncertified handler (broker, trader, wholesaler, distributor, or importer). Receiving procedures must include verification, documentation, and traceability to the last certified operation. Sourcing from uncertified handlers may require additional audit trail verification at inspection.
2) Sample Audit Trail - Attach sample audit trail documents to demonstrate your system.
3) Export - Do you export organic products?
Note that depending on the destination country, enrollment in CCOF's GMA Program may be necessary and different export certificates may be needed. If you export to the US, you must enroll in CCOF's GMA Program for Canada-US Equivalency and must request NOP Import Certificates from CCOF. See the GMA Application and contact export@ccof.org for more details.
4) In/Out Mass Balance - Describe the records and system you use to track inventory of ingredients and products. You may attach sample documents to illustrate (e.g. monthly log of beginning and ending inventory). Describe any abbreviations or acronyms used in your records to indicate that products are organic. CCOF inspectors will verify that you received sufficient organic ingredients/products to account for final production and sale of organic.





The CCOF Canadian Organic Regime (COR) Compliance Program is ONLY for operations located in Canada

C. Lot Numbering

- 1) Describe your lot numbering system for finished products or attach a description. If you do not process products and use your supplier's lot number, describe their system.

EXAMPLE: Lot Number: 0123A045

Table with 6 columns: Code, 0, 123, A, O, 45. Signifies: Year: 2000, Julian date :production, Shift, Organic, Plant location

Lot Number:

Table with 6 columns for Code and Signifies

- 2) Where does the lot number appear? Select all that apply.

Printed on retail label Printed on nonretail label, shipping container, or package Other (describe):

- 3) How is the lot number linked to audit trail documentation associated with outgoing shipments? Select all that apply.

On invoice or Bill of Lading On a "pick list" or "ship list" Other (describe):





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- ▶ Review the requirements of this program in the [Global Market Access Program Manual](#) and [International Labeling Guide](#).
- ▶ Use this form to request CCOF verification of organic products under the following equivalency arrangements:
  - United States with Canada, European Union, United Kingdom, Japan, Korea, Switzerland, and Taiwan
  - Canada with European Union, United Kingdom, Japan, Korea, Mexico, Switzerland, Taiwan, and United States
  - Mexico with Canada
- ▶ Complete this page and the applicable addendum on the following pages based on where your operation is located.
- ▶ Review CCOF's transaction certificate page at [www.ccof.org/export](http://www.ccof.org/export) to learn what documentation must accompany your export. Accompanying documents vary per export market and must be requested from CCOF prior to shipping.

## A. General Information

1) Why are you enrolling in the Global Market Access (GMA) program?

*Select all that apply.*

- Export certified organic products.
- Design labels for export.
- Sell to buyer who requires proof of international compliance. *Note that if you sell organic products to a buyer who will export to Canada, the [Canada Self-Attestation for Suppliers](#) may be sufficient.*
- Other describe: \_\_\_\_\_

2) If you grow crops or raise livestock, which crops or herds require international verification?

- All
- Some, list: \_\_\_\_\_

3) If you do not grow crops or raise livestock, list the planned export markets for each product:

- a. Handlers/Processors – use the [Product Application](#) form.  Attached
- b. Brokers with no physical handling – use the [H2.6 Broker Suppliers](#) form. Include organic certificates showing international equivalence.  Attached.

4) What systems do you use to prevent exporting products that are not compliant for the destination market?

*Select all that apply.*

- Products meeting different international requirements are segregated during production, processing, and storage and clearly labeled.
- Inventory system tracks ingredients and products that are compliant for export.
- Lot coding system indicates products that are compliant for export.
- Sales system only allows export of compliant products.
- All parcels are compliant for all international markets.
- Customer is responsible for export. I indicate each product's international compliance to my customer.
- Other describe: \_\_\_\_\_





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

## GMA Application – Operations in the United States

Complete this addendum if your operation is located in the United States. You will be billed annually for each market you select, see the [CCOF Certification Services Program Manual](#).

N/A, not located in the US

► Select markets for GMA enrollment and complete corresponding sections below:

- Canada
- European Union
- Japan
- Korea
- Switzerland
- Taiwan
- United Kingdom

### A. Exports to Canada - US/Canada Equivalence

N/A, not requesting Canada verification.

For exports to Canada – Pet food, personal care products, and natural health products are not covered by the equivalence arrangement but may be sold as USDA NOP certified in Canada. Reference to Canadian Organic Regime (COR) is prohibited.

1) If you grow crops, do you use hydroponic or aeroponic methods?

- N/A, I do not grow crops.
- No, I do not use hydroponic /aeroponic methods.
- Yes, I use hydroponic/aeroponic methods. *(Prohibited for export to Canada)*

List crops and/or parcels with hydroponic or aeroponic production. \_\_\_\_\_

2) If you grow crops, do you use sodium (Chilean) nitrate?

- N/A, I do not grow crops.
- No, I do not use sodium nitrate.
- Yes, I use sodium nitrate. *(Prohibited for export to Canada)*

List crops and/or parcels where sodium nitrate is used: \_\_\_\_\_

3) If you raise livestock, do all organic non-ruminant livestock meet the livestock stocking rates set forth in the Canadian Organic Regime (COR) standard?

See [GMA Manual](#) for COR livestock stocking rates.

- N/A, I do not raise livestock.
- Yes, all non-ruminant livestock meet the COR stocking rates.
- No, all non-ruminant livestock do not meet the COR stocking rates. *(Prohibited for export to Canada)*

List herds that do not meet COR stocking rates: \_\_\_\_\_

4) If you source plant products from suppliers, do you have supplier documentation that they were not produced with hydroponics or aeroponics?

- N/A, I do not source plant products from suppliers.
- N/A, I do not source annual crops or strawberries.
- Yes, I have attached supplier documentation for all products at high-risk for hydroponics or aeroponics (e.g. certifier addendum showing equivalence or [supplier attestation](#)). See [www.ccof.org/canada](http://www.ccof.org/canada) for current list of high-risk crops. Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.

5) If you source plant products from suppliers, do you have supplier documentation that they were not produced with sodium nitrate?

- N/A, I do not plant products source from suppliers.
- N/A, I do not source carrots, celery, broccoli, brussels sprouts, cabbage, cauliflower, collards, kale, kohlrabi, fresh tomatoes, lettuce, escarole, endive, spring mix, spinach, cabbage, kale, arugula, chard, grains grown for livestock feed in the Midwest United States, onions, potatoes, tobacco, or citrus from Southeast US.
- Yes, I have attached supplier documentation for all products at high-risk for sodium nitrate (e.g. certifier addendum showing equivalence or [supplier attestation](#)). See [www.ccof.org/canada](http://www.ccof.org/canada) for current list of high-risk crops. Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.

6) If you source livestock products from suppliers, how do you ensure that the livestock stocking rates set forth in the Canadian Standard were met?

See [GMA Manual](#) for COR livestock stocking rates.

- N/A, I do not source livestock products from suppliers.
- N/A, I do not source eggs, poultry, pork or rabbit products.
- I have attached supplier documentation for non-ruminant livestock ingredients (e.g. certifier addendum showing equivalence or [supplier attestation](#)). Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- 7) Do your export labels meet the Canada labeling requirements in the [International Labeling Guide](#)?
- Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier applies the final product labels, and their certificate demonstrates Canada equivalence.
  - Product is unlabeled bulk (e.g. transported by railcar). Required information is included on railcar/container signage. *Attach an example.*
  - N/A, I do not export; products are sold to downstream buyers who apply the Canada export labels.
  - Other describe: \_\_\_\_\_

## B. Exports to the EU, UK, or Switzerland - US/EU, US/UK, US/Switzerland Equivalences

- N/A, not requesting EU, UK, Switzerland verification

For exports to the EU, UK, or Switzerland – Review the [TRACES COI Request Instructions](#). Shipments to the EU, Switzerland, and Northern Ireland must have an authorized Certificate of Inspection (COI) issued by CCOF prior to departure. Shipments are rejected if they leave the port of departure without an authorized COI.

Cosmetics are not covered by the equivalences; use of the EU seal is prohibited. Cosmetics are not regulated at the EU level, contact your importer or national authorities for country-specific requirements.

- 1) Does production or final processing occur in the United States?
- Yes, I grow the products myself in the US.
  - Yes, I process the products myself in the US.
  - Yes, all my suppliers are located in the US and grow/process the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in the US. *(Prohibited for export to the EU, UK, or Switzerland) Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.*
- 2) If you produce wine for export, complete the [GMA Wine Approval Application](#) in addition to this application. *Wine must meet EU winemaking requirements.*
- N/A, I do not produce wine.
  - Attached.
- 3) Do your export labels meet the EU, UK, Swiss labeling requirements in the [International Labeling Guide](#)?
- Yes, export labels attached. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, the supplier applies the final product labels and their certificate demonstrates EU, UK, or Swiss equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL), can be undeniably linked with the packaging, container or vehicular transport of the product, and includes information on the supplier or the transporter. *Attach an example.*
  - Other describe: \_\_\_\_\_

## C. Exports to Japan - US/Japan Equivalence

- N/A, not requesting Japan verification

For exports to Japan – Non-food processed products, seaweed, and honey are not covered by the equivalence arrangement but may be sold as USDA NOP certified in Japan, reference to JAS is prohibited. Products containing honey (up to 5%) may be exported under the arrangement and bear the JAS Organic seal.

Products certified to the “Made with Organic” standard are not allowed to be exported to Japan (excluding wine).

Wine that is certified “Made with Organic Grapes” under USDA NOP must be labeled as “Organic” and display the JAS seal when exported under the US/Japan equivalence. Wine that is certified “Made with Organic Grapes” under USDA NOP and making “Made with Organic Grapes” label claims may be exported to Japan outside the US/Japan equivalence arrangement.

- 1) Does production or final processing occur in the United States?
- Yes, I grow the products in the US.
  - Yes, I process the products in the US.
  - Yes, all my suppliers are located in the US and grow/process the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in the US. *(Prohibited for export to Japan) Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.*
- 2) If you produce alcohol, is it both processed and packaged in the United States?
- N/A, I do not produce alcohol.
  - Yes, alcohol is both processed and packaged in the US.
  - No, alcohol products are processed or packaged outside the US. *(Prohibited for export to Japan).*





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

3) If you produce wines certified as "Made with Organic Grapes" under USDA NOP, how will those wines be labeled for export to Japan?

- N/A, I do not produce wine certified as "Made with Organic Grapes" under USDA NOP.
- Exported labels display the JAS seal, make an "Organic Wine" claim, and remove the "Made with organic grapes" claim. I will request a TM-11 export certificate for shipments and work with a JAS certified importer. These wines will be exported under the US/Japan equivalence.
- Exported labels make the "Made with Organic Grapes" claim, will not display the JAS or USDA seal, and will not be represented as "Organic Wine". The labels may use a certifier logo, provided that it does not include an "Organic" claim. These wines will be exported outside the US/Japan equivalence.

*These wines will not be reviewed under the CCOF Global Market Access Program as they are outside the scope of the equivalence and do not require a TM-11 export certificate. Your operation is responsible for ensuring that these requirements are met for exports to Japan. See the CCOF [Labeling & Logos](#) webpage to download a CCOF seal that does not include the term "Organic". Japan has granted a grace period until March 31, 2027, allowing continued use of certifier logos that include the term "organic".*

4) How is the JAS seal applied to your labels?

Visit [www.ccof.org/japan](http://www.ccof.org/japan) for more information.

- JAS certified importer applies their JAS seal in Japan. CCOF does not review labels applied by your importer.
- I have signed a JAS Seal Consignment Contract with my JAS certified importer to apply their JAS seal directly to products in the US or Canada. *Submit labels for inclusion in your OSP.*
- Other describe: \_\_\_\_\_

5) Do your labels meet the Japan labeling requirements in the [International Labeling Guide](#)?

- Yes, the importer in Japan applies a Japanese language label and has ensured that labels meet Japanese requirements. CCOF does not review labels applied by your importer.
- Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes). CCOF only reviews English, Spanish, and organic seals. Work with your importer to ensure compliance with all organic and food labeling requirements for Japan.*
- Yes, my supplier labels product and their organic certificate demonstrates Japan equivalence.
- N/A, I do not export; products are sold to downstream buyers who apply the export labels.
- Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL). *Attach an example.*
- Other describe: \_\_\_\_\_

## D. Exports to South Korea - US/South Korea Equivalence

N/A, not requesting South Korea verification

*For exports to South Korea – Raw/unprocessed food and non-food products are excluded. Products certified as "Made with Organic" under USDA NOP are not allowed to be exported to Korea (excluding wine).*

1) Are products planned for export considered "processed foods" as defined by [Korean Food Code](#)?

*Consult your Korean importer or Korea's [National Agricultural Products Quality Management Service \(NAQS\)](#) if you have questions about whether your product qualifies as a "processed food." Raw or unprocessed products are not allowed to be exported to Korea under the terms of this equivalence. To export raw or unprocessed products, your operation requires direct certification to the Korean standard (not offered by CCOF).*

Select all that apply.

- Yes, products have been transformed into an unrecognizable form (e.g. grinding, milling, pureeing, juicing, powdering)
- Yes, products have another food or additive added to them (e.g. sugar, oil, seasonings, salt added as an ingredient)
- No, products are not processed (e.g. original form remains recognizable; no ingredient addition; no significant transformative processing). *(Prohibited for export to Korea.)*

2) Does final processing (as defined in the [Korean Food Code](#)) occur in the United States?

- Yes, I process the products in the US.
- Yes, my suppliers process the products in the US.
- No, I do not process the products myself and some of my suppliers are not located in the US. *(Prohibited for export to Korea) Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.*





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- 3) If you export wine certified as “Made with Organic” (MWO) under USDA NOP, how is it labeled?  
*USDA NOP “Made with Organic” wine that is processed using at least 95% organic ingredients and sulfur dioxide may be labeled “Made with Organic Grapes” or “Organic Wine” for export to Korea.*
- N/A, I do not produce MWO wine.
  - MWO Wine is labeled “Made with Organic Grapes” for export to Korea.
  - MWO Wine is labeled “Organic Wine” for export to Korea. Master cases are marked “For Export Only”.
- 4) Do your labels meet the Korea labeling requirements in the [International Labeling Guide](#)?
- Yes, the importer in Korea applies a Korean language label and has ensured that labels meet the Korea requirements. *CCOF does not review labels applied by your importer.*
  - Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their organic certificate demonstrates Korea equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL). *Attach an example.*
  - Other describe: \_\_\_\_\_

## E. Exports to Taiwan - US/Taiwan Equivalence

- N/A, not requesting Taiwan verification
- For exports to Taiwan – Products certified as “Made with Organic” under USDA NOP are not allowed to be exported to Taiwan. Wine certified as “Made with Organic Grapes” under USDA NOP may not be exported to Taiwan.*
- Pure honey is excluded. Honey is allowed as an ingredient with no limit on percent content.*
- 1) Does production or final processing occur in the United States?
- Yes, I grow the products myself in the US.
  - Yes, I process the products myself in the US.
  - Yes, all my suppliers are located in the US and grow/process the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in the US. *(Prohibited for export to Taiwan). Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.*
- 2) Do your export labels meet the Taiwan labeling requirements in the [International Labeling Guide](#)?
- Yes, the importer in Taiwan applies a Traditional Chinese language label and has ensured that labels meet Taiwan requirements. *CCOF does not review labels applied by your importer.*
  - Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their certificate demonstrates Taiwan equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Other describe: \_\_\_\_\_





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

## GMA Application – Operations in Mexico

**Complete this addendum if your operation is located in Mexico.** Operations in Mexico who are certified to the CCOF Mexico Compliance Program for certification to the Mexican organic standards (LPO) are eligible for exports to Canada under the Mexico/Canada equivalence arrangement. Operations in Mexico certified to the USDA NOP standards are eligible to export to Canada under the US/Canada equivalence arrangement.

N/A, not located in Mexico

► Select the equivalence you want your products reviewed to and complete the relevant section below. You may choose one or both. You will be billed annually for each equivalence arrangement you select, see the [CCOF Certification Services Program Manual](#).

Mexico/Canada equivalence. Complete section F. Transaction certificate required for every shipment. See [www.ccof.org/export](http://www.ccof.org/export) for information and fees.

US/Canada equivalence. Complete section G. Transaction certificates not required.

### F. Export LPO Products from Mexico to Canada - Mexico/Canada Equivalence

Complete this section if you selected the Mexico/Canada equivalence above.

N/A, not requesting Mexico/Canada verification

*For exports of LPO products from Mexico to Canada – Livestock and products containing livestock-derived ingredients (e.g. meat, milk, eggs) are excluded from the equivalence arrangement.*

1) Does production or final processing/packaging occur in Mexico?

Yes, I grow the products in Mexico.

Yes, I process and package the products in Mexico.

Yes, all my suppliers are located in Mexico and grow or process/package the products.

No, I do not grow/process the products myself and some of my suppliers are not located in Mexico. *(Prohibited for export to Canada) Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.*

2) Do your export labels meet the Canada labeling requirements in the [International Labeling Guide](#)?

Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*

Yes, my supplier applies the final product labels, and their certificate demonstrates Canada equivalence.

Product is unlabeled bulk (e.g. transported by railcar). Required information is included on railcar/container signage. *Attach an example.*

N/A, I do not export; products are sold to downstream buyers who apply the Canada export labels.

Other describe: \_\_\_\_\_

### G. Export USDA NOP Products from Mexico to Canada - US/Canada Equivalence

Complete this section if you selected US/Canada equivalence above.

N/A, not requesting US/Canada verification

*For exports of USDA NOP products from Mexico to Canada – Pet food, personal care products, and natural health products are not covered by the equivalence arrangement but may be sold as USDA NOP certified in Canada. Reference to COR is prohibited.*

1) If you grow crops, do you use hydroponic or aeroponic methods?

N/A, I do not grow crops.

No, I do not use hydroponic /aeroponic methods.

Yes, I use hydroponic/aeroponic methods. *(Prohibited for export to Canada)*

List crops and/or parcels with hydroponic or aeroponic production. \_\_\_\_\_

2) If you grow crops, do you use sodium (Chilean) nitrate?

N/A, I do not grow crops.

No, I do not use sodium nitrate.

Yes, I use sodium nitrate. *(Prohibited for export to Canada)*

List crops and/or parcels where sodium nitrate is used: \_\_\_\_\_





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- 3) If you source plant products from suppliers, do you have supplier documentation that they were not produced with hydroponics or aeroponics?
- N/A, I do not source plant products from suppliers.
  - N/A, I do not source annual crops or strawberries.
  - Yes, I have attached supplier documentation for all products at high-risk for hydroponics or aeroponics (e.g. certifier addendum showing equivalence or [supplier attestation](#)). See [www.ccof.org/canada](http://www.ccof.org/canada) for current list of high-risk crops. Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.
- 4) If you source plant products from suppliers, do you have supplier documentation that they were not produced with sodium nitrate?
- N/A, I do not plant products source from suppliers.
  - N/A, I do not source carrots, celery, broccoli, brussels sprouts, cabbage, cauliflower, collards, kale, kohlrabi, fresh tomatoes, lettuce, escarole, endive, spring mix, spinach, cabbage, kale, arugula, chard, grains grown for livestock feed in the Midwest United States, onions, potatoes, tobacco, or citrus from Southeast US.
  - Yes, I have attached supplier documentation for all products at high-risk for sodium nitrate (e.g. certifier addendum showing equivalence or [supplier attestation](#)). See [www.ccof.org/canada](http://www.ccof.org/canada) for current list of high-risk crops. Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.
- 5) If you source livestock products from suppliers, how do you ensure that the livestock stocking rates set forth in the Canadian Standard were met?  
See [GMA Manual](#) for COR livestock stocking rates.
- N/A, I do not source livestock products from suppliers.
  - N/A I do not source eggs, poultry, pork or rabbit products.
  - I have attached supplier documentation for non-ruminant livestock ingredients (e.g. certifier addendum showing equivalence or [supplier attestation](#)). Indicate compliant suppliers on your [H2.0A](#) or [H2.6](#) supplier list.
- 6) Do your export labels meet the Canada labeling requirements in the [International Labeling Guide](#)?
- Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier applies the final product labels, and their certificate demonstrates Canada equivalence.
  - Product is unlabeled bulk (e.g. transported by railcar). Required information is included on railcar/container signage. *Attach an example.*
  - N/A, I do not export; products are sold to downstream buyers who apply the Canada export labels.
  - Other describe: \_\_\_\_\_





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

## GMA Application – Operations in Canada

Complete this addendum if your operation is located in Canada. You will be billed annually for each market you select, see the [CCOF Certification Services Program Manual](#).

N/A, not located in Canada

▶ Select markets for GMA enrollment and complete corresponding sections below:

European Union  Japan  Korea  Mexico  Switzerland  Taiwan  United Kingdom  United States

### H. Exports from Canada to the US - COR/US Equivalence

N/A, not requesting US verification

1) For products containing livestock derived ingredients (e.g. meat, milk, eggs), how do you ensure that livestock were not treated with antibiotics?

Products do not contain livestock derived ingredients.

Supplier's certifier has provided verification (e.g. certifier addendum showing equivalence). Attach. Indicate compliant suppliers on your [H2.0A COR](#) supplier list.

2) How do you ensure that ingredients certified to the Mexican organic standard are not used in products exported to the US?

*Mexican organic products certified to the Mexican organic standard and imported to Canada cannot be re-exported to the US or used as ingredients in products destined for the US market under the US/Canada Organic Equivalency Arrangement.*

None of my ingredients are certified to the Mexican organic standard.

Mexican certified ingredients are clearly marked in inventory and are not used in products exported to US.

Other describe: \_\_\_\_\_

3) Do your labels meet the US requirements in the [Organic Labeling Guidelines](#)?

Yes, export labels attached. Include retail and non-retail labels (e.g. produce boxes).

Yes, the supplier applies the final product labels and their certificate demonstrates US equivalence.

N/A, I do not export; products are sold to downstream buyers who apply the export labels.

Other describe: \_\_\_\_\_

### I. Exports from Canada to the EU, UK, or Switzerland - COR/EU, COR/UK, COR/Switzerland Equivalences

N/A, not requesting EU, UK, or Switzerland verification

*For exports from Canada to the EU, UK, or Switzerland – Review the [TRACES COI Request Instructions](#). Shipments to the EU, Switzerland, and Northern Ireland must have an authorized Certificate of Inspection (COI) issued by CCOF prior to departure. Shipments are rejected if they leave the port of departure without an authorized COI.*

1) Does production or final processing occur in Canada?

Yes, I process the products myself in Canada.

Yes, all my suppliers are located in Canada and grow/process the products.

No, I do not grow/process the products myself and some of my suppliers are not located in Canada. (Prohibited for export to the EU, UK, or Switzerland) Indicate compliant suppliers on your [H2.0A COR](#) supplier list.

2) Do your export labels meet the EU, UK, Swiss labeling requirements in the [International Labeling Guide](#)?

Yes, export labels attached. Include retail and non-retail labels (e.g. produce boxes).

Yes, the supplier applies the final product labels and their certificate demonstrates EU, UK, or Swiss equivalence.

N/A, I do not export; products are sold to downstream buyers who apply the export labels.

Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL), can be undeniably linked with the packaging, container or vehicular transport of the product, and includes information on the supplier or the transporter. Attach an example.

Other describe: \_\_\_\_\_

### J. Exports from Canada to Japan - COR/Japan Equivalence

N/A, not requesting Japan verification

*For exports from Canada to Japan – Seaweed, honey, and animal feed are not covered by the equivalency but may be sold as COR certified in Japan. The JAS seal is prohibited. A TM-11 transaction certificate is required for animal feed.*





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- 1) Does production or final processing occur in Canada?
  - Yes, I process the products in Canada.
  - Yes, my supplier is located in Canada and grows/processes the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in Canada. *(Prohibited for export to Japan) Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
- 2) For products exported to Japan, how is the JAS seal applied?

Visit [www.ccof.org/japan](http://www.ccof.org/japan) for more information.

  - JAS certified importer applies their JAS seal in Japan. *CCOF does not review labels applied by your importer.*
  - I have signed a JAS Seal Consignment Contract with my JAS certified importer to apply their JAS seal directly to products in the US or Canada. *Submit labels for inclusion in your OSP.*
  - Other describe: \_\_\_\_\_
- 3) Do your labels meet the Japan labeling requirements in the [International Labeling Guide](#)?
  - Yes, the importer in Japan applies a Japanese language label and has ensured that labels meet Japanese requirements. *CCOF does not review labels applied by your importer.*
  - Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their organic certificate demonstrates Japan equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL). *Attach an example.*
  - Other describe: \_\_\_\_\_

## K. Exports from Canada to South Korea - COR/South Korea Equivalence

- N/A, not requesting South Korea verification

For exports to South Korea – Raw/unprocessed food and non-food products are excluded.

- 1) Are products planned for export considered “processed foods” as defined by [Korean Food Code](#)?

Consult your Korean importer or Korea’s [National Agricultural Products Quality Management Service \(NAQS\)](#) if you have questions about whether your product qualifies as a “processed food.” Raw or unprocessed products are not allowed to be exported to Korea under the terms of this equivalence. To export these products, your operation requires direct certification to the Korean standard.

  - Yes, products have been transformed into an unrecognizable form (e.g. grinding, milling, pureeing, juicing, powdering)
  - Yes, products have another food or additive added to them (e.g. sugar, oil, seasonings, salt added as an ingredient)
  - No, products are not processed (e.g. the original form remains recognizable; no ingredient addition; no significant transformative processing) *(Prohibited for export to Korea)*
- 2) Does final processing (as defined in the [Korean Food Code](#)) occur in Canada?
  - Yes, I process the products in Canada.
  - Yes, my supplier processes the products in Canada.
  - No, I do not process the products myself and some of my suppliers are not located in Canada. *(Prohibited for export to Korea) Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
- 3) Do you have supplier documentation that ingredients derived from agricultural products were not produced with growth regulators?
  - Yes, I have attached supplier’s certifier verification that ingredients derived from agricultural products are compliant with the terms of the COR/Korea equivalence arrangement. *Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
  - No, products without supplier documentation will not be exported to Korea.
- 4) Are beekeeping products free from paraffin (e.g. honey, beeswax)?
  - N/A, exported product does not contain beekeeping products.
  - Yes, I have attached supplier’s certifier verification that beekeeping ingredients are compliant with the terms of the Canada/Korea equivalence arrangement. *Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
  - No, beekeeping products are not free from paraffin. *(Prohibited for export to Korea)*





# Global Market Access (GMA) Application

Find this form at [www.ccof.org/resources](http://www.ccof.org/resources). Send completed forms to [inbox@ccof.org](mailto:inbox@ccof.org).

- 5) Do your labels meet the Korea labeling requirements in the [International Labeling Guide](#)?
- Yes, the importer in Korea applies a Korean language label and has ensured that labels meet the Korea requirements. CCOF does not review labels applied by your importer.
  - Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their organic certificate demonstrates Korea equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL). *Attach an example.*
  - Other describe: \_\_\_\_\_

## L. Exports from Canada to Mexico - COR/Mexico Equivalence

- N/A, not requesting Mexico verification
- 1) Does production or final processing and packaging occur in Canada?
- Yes, I process the products in Canada.
  - Yes, my supplier is located in Canada and grows/processes the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in Canada. *(Prohibited for export to Mexico) Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
- 2) Do your labels meet the Mexico requirements in the [International Labeling Guide](#)?
- Yes, export labels attached. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their organic certificate demonstrates Mexico equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Required information is provided on shipping documents that accompany non-retail products (i.e. invoice, BOL). *Attach an example.*
  - Other describe: \_\_\_\_\_

## M. Exports from Canada to Taiwan - COR/Taiwan Equivalence

- N/A, not requesting Taiwan verification
- For exports from Canada to Taiwan – Pure honey is excluded. Organic honey is allowed as an ingredient with no limit on percent content.*
- 1) Does production or final processing occur in Canada?
- Yes, I process the products myself in Canada.
  - Yes, all my suppliers are located in Canada and grow/process the products.
  - No, I do not grow/process the products myself and some of my suppliers are not located in Canada. *(Prohibited for export to Taiwan) Indicate compliant suppliers on your [H2.0A COR](#) supplier list.*
- 2) Do your export labels meet the Taiwan labeling requirements in the [International Labeling Guide](#)?
- Yes, the importer in Taiwan applies a Traditional Chinese language label and has ensured that labels meet Taiwan requirements. CCOF does not review labels applied by your importer.
  - Yes, export labels are attached for review. *Include retail and non-retail labels (e.g. produce boxes).*
  - Yes, my supplier labels product and their certificate demonstrates Taiwan equivalence.
  - N/A, I do not export; products are sold to downstream buyers who apply the export labels.
  - Other describe: \_\_\_\_\_

