Operation Name: _____ **Date:** _____

► Complete this form if you are a broker, trader, wholesaler, distributor, or importer of organic products that you do not process, repack, or relabel. If you process, repack, or relabel, complete the **H2.0 Organic Products** instead.

A. Activities

1) Select all that describe your activities:

☐ Broker ☐ Trader ☐ Wholesaler ☐ Distributor

☐ Importer of packaged product (e.g.: retail packaging, produce boxes, drums)

☐ Importer of unpackaged product in shipping containers or totes

☐ Importer of unpackaged product in bulk vessels

☐ Importer of wine labeled for retail

☐ I take title to products ☐ I take physical possession of products ☐ I drop ship products to customers directly from suppliers

☐ I arrange sales between buyers and sellers without taking title or possession

☐ Exclusive sales agent for (operation name): _____

☐ Other (describe): _____

2) Are you a private label brand owner and the products you sell are labeled with your brand name?

☐ No, I am not a brand owner ☐ Yes, I am a brand owner.

a) If yes, are you seeking certification for your private label brand?

☐ Yes. Attach **Product Application** & **H2.0 Organic Products**.

☐ No. Attach an **Exempt Handler Affidavit (EHA)** describing private label owner activities only (not brokering/importing activities). *CCOF will determine if activities require certification.*

B. Harvest and Transportation

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

Organic certificates must list harvested parcels. Records must list harvested parcels and show that harvest equipment is cleaned or purged.

☐ No ☐ Yes. Complete sections A & B on **G6.1 Harvest & Transport**

2) Do you work with any of the following uncertified operations: transporters, transloaders, logistics brokers, or freight forwarders?

☐ Yes ☐ No, transporters, transloaders, logistics brokers, and freight forwarders are certified organic

a) If yes, do any transporters, transloaders, logistics brokers, or freight forwarders do any of the activities listed below:

☐ No additional handling

*If any of the following are checked, certification of the transporter is required. See the **Exempt Handler Affidavit** (EHA) for more details on activities performed by transporters that may require certification.*

☐ Enclose, or open packages or containers ☐ Relabel, repack, or package

☐ Sort, recondition, cull, ice, hydro cool, hydro vacuum ☐ Treat or wash organic products

☐ Other handling (describe): _____

3) Are any products unpackaged (ex: tankers, railcars, vessel cargo holds)?

☐ No ☐ Yes

All facilities where unpackaged products are transferred from the transportation vehicle into storage must be certified organic, list storage facilities in section C below.

a) If yes, do transporters combine, split, or containerize products?

If transporters combine, split, or containerize on your behalf, this activity must be described in your OSP or the transporter must be certified.

☐ No ☐ Yes, describe: _____

4) How do you ensure contamination was prevented during transport, both incoming and outgoing (e.g. prevent contact with sanitizer residue, gases, liquids)? Select all that apply.

You must request and maintain transporter records. Transporter records must be available for review at inspection and must identify (link back to) the last certified handler.

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

☐ Truck cleaning procedures ☐ Wash tags ☐ Tanker Seals ☐ Marine Surveyor report for vessel cargo hold

☐ Other (describe): _____

5) How do you ensure organic products are not commingled with nonorganic during transport, both incoming and outgoing? Select all that apply.

You must request and maintain transporter records. Transporter records must be available for review at inspection and must identify (link back to) the last certified handler.

☐ Not applicable, only source certified organic products

☐ Distinctly labeled or marked containers ☐ Closed containers ☐ Transported at different times ☐ Visually distinct

☐ Shipped on separate, marked vehicles ☐ Shipped from separate destinations

☐ Other (describe): _____

C. Storage Facilities

1) If you take physical possession of products at a facility that you lease or own, are all products in sealed, tamper-evident packaging and remain in the same packaging? Select all that apply.

Tamper-evident packaging is packaging or a container that is sealed in a manner where an attempt to break the seal, access the contents, or reclose the package would be obvious.

☐ Not applicable, not taking physical possession.

☐ Products are not in sealed and tamper-evident packaging. Attach **H2.3 Organic Facility** and **H4.0 Organic Practices** for each location. *Storage facility inspection is required.*

☐ Products are in sealed and tamper-evident packaging. Attach an **Exempt Handler Affidavit (EHA)**. *Storage facility inspection not required.*

2) If off-site facilities that you do not lease or own are used to store organic products, complete this table, or attach a list with this information.

☐ Not applicable, no off-site storage ☐ List Attached

Storage Facility Name & Location	Ingredients/Products Stored	Documentation
		☐ *OC** ☐ *EHA***
		☐ *OC** ☐ *EHA***
		☐ *OC** ☐ *EHA***
		☐ *OC** ☐ *EHA***
		☐ *OC** ☐ *EHA***

*Attach the Organic Certificate (OC) for each certified storage facility listed above. *You must request updated certificates annually.*

For any uncertified facilities listed above, attach a CCOF **Exempt Handler Affidavit (EHA). EHA must be completed by the uncertified storage facility manager. *Product must be enclosed in sealed, tamper-evident packages or containers when received by the storage facility and must remain in those packages or containers throughout storage. In addition, the facility may not handle the product in any way other than storage. CCOF will review the EHA and notify you if certification of the storage facility is required.*