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| **Operator #:** |  | **Operation Name:** |  | **Date:** |  |
|  |  |  |  |  |  |
| 1. Please fill out the following table concerning tap distribution. |
| **Diameter at 4’6” (1.4m) Chest Height** | **Number of Taps Per Tree** | **Tap Depth (bark excluded)** | **Tap Hole Diameter** |
| Less than 8” (20 cm) |  |  |  |
| 8” to 15 ¾” (20 to 40 cm) |  |  |  |
| 15 ¾” to 23 ½” (40 to 60 cm) |  |  |  |
| 23 ½” to 31 ½” (60 to 80 cm) |  |  |  |
| \*\* For any trees above 31 ½” (80cm) please list the diameters\*\* |
| \*\* |  |  |  |
| \*\* |  |  |  |
| \*\* |  |  |  |
| \*\* |  |  |  |
| 2. Are your spouts made of food-grade material? [ ]  YES [ ]  NO |
| 3. Do you double tap? [ ]  YES [ ]  NO |
| 4. Do you remove the taps at the end of the season? [ ]  YES [ ]  NO |
| 5. Are any disinfectants/other products used during tapping (in the tap hole and/or on equipment? [ ]  YES [ ]  NOIf **YES**, please list the products used. Please attach labels for all products used. |
| 6. Are any products used to clean the collection system (buckets, piping, etc.)? [ ]  YES [ ]  NOIf **YES**, please list the products used in the table below. |
| **When Used** | **Product Used (type of product and brand name)** |
| Prior to the season |  |
| During the season |  |
| At the end of the season |  |
| 7. Please indicate the material that the components of the collection system are made from.Boiler: [ ]  Plastic [ ]  Aluminum [ ]  Galvanized [ ]  Other (specify):  [ ]  With cover [ ]  Without coverPails or buckets: [ ]  Plastic [ ]  Aluminum [ ]  Galvanized [ ]  Other (specify):  [ ]  With cover [ ]  Without cover |
| 8. Are vacuum pumps used in the collection of sap? [ ]  YES [ ]  NOIf **YES**, how many pump stations do you have?  **OCIA Standards** – If **YES**, what pressure is maintained at the pump?  At the taps?  |
| 9. How is the used oil from the pumps recovered? |
| 10. Please indicate the material that the storage tanks for sap are made from:[ ]  fiberglass [ ]  stainless steel [ ]  galvanized [ ]  plastic [ ]  painted with food-grade paint[ ]  other (specify):  |
| 11. Are tanks used to transport sap? [ ]  YES [ ]  NOIf **YES**, what material are the tanks made from? |
| 12. If products are stored in non-retail containers prior to packaging or are shipped in non-retail containers, what information is included on the container’s label?[ ]  Lot Number, Shipping ID, or other unique ID to link container to audit trail [ ]  Organic designation and product name[ ]  Other:  |
| 13. Are any products used to clean the storage tanks? [ ]  YES [ ]  NOIf **YES**, please list the products used in the table below. |
| **When Used** | **Product Used (type of product and brand name)** |
| Prior to the season |  |
| During the season |  |
| At the end of the season |  |
| 14. Is sap filtered prior to processing?[ ]  YES. **Complete questions 14-16.**[ ]  NO. **Skip to question 16.** |
| 15. If yes, what type of filter is used? |
| 16. What products are used to clean the filter? |
| 17. How is the freshness of the sap maintained (indicate the use of any products)? |