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| **Operator #:** |  | **Operation Name:** | |  | **Date:** |  |
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| **Instructions:** This form is required for operations that hold or manage animals for less than one week (e.g., slaughter facilities, brokers, auction facilities), operations that facilitate sale or trade of live animals on behalf of a seller or oneself who do not take physical possession of organic animals (e.g., brokers, brand owners, video auction yards), as well as operations that provide custom management services for live animals. This includes arranging transport or slaughter and ensuring audit trail documentation moves with the live animals to the next operation in the future chain.  If animals are held or managed for more than one week, the operation must be certified for the livestock scope and complete the Livestock Organic System Plan. Please contact OCIA if this is the case. | | | | | | |
| **A. Operation Description** | | | | | | |
| 1. Describe the primary function of your operation. Select all that apply:  Slaughter Facility  Temporary Boarding Facility  Broker of live animals  Auction barn/yard  Custom management of live animals  Brand owner  Other (specify): | | | | | | |
| 2. What types of activities do you perform? Select all that apply:  I provide custom slaughter services  I sell live animals  I purchase live animals  I take ownership of live animals  I take physical possession of live animals  I offer custom management for live animals such as arranging transport and ensuring audit trail documentation   moves with the live animals to the next operation in the supply chain.  Other (specify): | | | | | | |
| 3. Select all types of livestock your operation handles:  Organic slaughter eligible livestock  Non-organic livestock  Organic livestock that are not eligible for organic slaughter  Beef cattle  Dairy cattle  Swine  Poultry  Sheep  other (specify): | | | | | | |
| **B. Incoming Animals** | | | | | | |
| 1. Do you slaughter, buy, broker, physically receive, custom manage, or contract the production of organic livestock?  No  Yes. If **YES**, please ensure the supplier list includes all livestock suppliers. | | | | | | |
| 2. How do you verify that mammals were managed organically since the last third of gestation? Select all that apply.  *Animals for slaughter must be under continuous organic management from the last third of gestation. NOP § 205.236.*  Organic certificate showing all mammals as organic from last third of gestation.  Organic certificate showing some mammals as organic from last third of gestation and records showing the IDs for animals that are organic from last third of gestation.  Statement from supplier’s certifier that mammals are organic from last third of gestation.  Not applicable, do not handle mammals.  Other (Explain): | | | | | | |
| 3. How do you verify that poultry were managed organically since their second day of life?  *Poultry must be under continuous organic management since 2nd day of life. NOP § 205.236.*  Organic certificate showing all poultry managed organically since second day of life.  Not applicable, do not handle poultry. | | | | | | |
| 4. How do you verify that mammals have never been treated with synthetic parasiticides?  *Animals for slaughter must not have been given synthetic de-wormers including fenbendazole or moxidectin. NOP § 205.238*  Supplier affidavit required with each shipment showing the IDs for animals that have never been treated with synthetic parasiticides.  Not applicable, do not handle mammals.  Other (Explain): | | | | | | |
| 5. What forms of identification arrive with incoming animals that can be used to trace the animal and verify their organic eligibility? Select all that apply.  Ear tags  Neck tags  Ear notching  Brand Group/flock ID number  Purchase date  Leg bands  Visual Identification (Describe):  Other (Describe): | | | | | | |
| 6. If an animal arrives without sufficient documentation or identification to confirm slaughter eligibility and/or organic status how do you ensure the animal is not marketed, sold, or processed as organic? Select all that apply.  *Documents must be reviewed at the time the animal is received to determine if there is sufficient ID and documentation prior to organic processing. Audit trail and production records tied to these animals will be reviewed at inspections to confirm that your system is sufficient.*  IDs of incoming animals are confirmed to match IDs on accompanying documents.  Animals lacking sufficient ID & documentation are diverted to nonorganic production.  Animals lacking sufficient ID & documentation are not accepted. | | | | | | |
| 7. In rare cases, animals arriving without sufficient ID or documentation can have organic status and/or organic slaughter eligibility status verified through supplementary audit trail records and documentation. Verification must occur **before** processing as organic.  If you accept animals without sufficient ID or documentation for organic processing, attach a description of your system and provide an example of supplementary records and audit trail documents that will be collected to establish organic status and/or organic slaughter eligibility. Audit trail and production records tied to these animals will be reviewed at inspections to confirm that your system is sufficient.  Not applicable, I never process animals arriving with insufficient ID & documentation as organic.  Verification system description and sample documentation collected to demonstrate traceability attached. | | | | | | |
| 8. Do you ever apply temporary identification to an animal?  No  Yes. Describe the type of ID used, the reasons this type of ID would be applied, and how the organic status and slaughter eligibility for this animal is confirmed: | | | | | | |
| 9. Do you ever apply new permanent identification to animals?  No  Yes. Describe the type of ID used, the reasons this type of ID would be applied, and how the organic status and slaughter eligibility for this animal is confirmed: | | | | | | |
| **C. Livestock Management Activities** | | | | | | |
| 1. Do you take physical possession of live animals?  No  Yes  If **YES**, please complete the following questions regarding euthanasia. Please note that per NOP 205.238(e)(2) The following methods of euthanasia are not permitted: suffocation, manual blow to the head by blunt instrument, or manual blunt force trauma; and the use of equipment that crushes the neck, including killing pliers or Burdizzo clamps.  1a. Operations that handle livestock must have a written plan for prompt, humane euthanasia for sick or injured livestock suffering from irreversible disease or injury. Please describe your plan for euthanasia of sick or injured livestock, methods used, and how this will be documented.    1b. Please describe how your operation will carefully examine the livestock to ensure that they are dead. | | | | | | |
| 2. Do you provide feed to animals while under your management?  No  Yes  If **YES**, please complete Livestock Organic System Plan modules **L4: Livestock Feed and L10.0 Annexes, annex 1 and 1A *only*** (the other sections do not need to be completed).  L4.0 and L10.0 are attached. | | | | | | |
| 3. Do you provide water to animals while under your management?  No  Yes  If **YES** please complete the following questions regarding water:  3a. What is the source of the drinking water?  Well  Water district (name):  Other (explain):  3b. Do you add anything to the drinking water to supplement the health and nutrition of your animals? (e.g.: organic apple cider vinegar, electrolytes, etc.)  No  Yes. List specific materials and attach documentation for each:  3c. Are you aware of any prohibited materials that may be added to your animals’ drinking water?  No Yes, explain: | | | | | | |
| 4. Do you provide temporary housing for live mammals?  No  Yes  If **YES**, please complete Livestock Organic System Plan module **L6.0 Living Conditions**.  Attached | | | | | | |
| 5. Do you provide temporary housing for live poultry?  No  Yes  If **YES**, please complete Livestock Organic System Plan module **L6.0 Living Conditions**.  Attached | | | | | | |
| 6. Do you transport or contract the transport of organic animals?  No  Yes  If **YES**, please complete Livestock Organic System Plan module **L7.0: Transportation and Slaughter**.  Attached  *Please considering using OCIA’s Off-Farm Livestock Transportation Affidavit* for each instance of transport to verify how requirements are being met. | | | | | | |
| 7. Is any health care administered or topical treatments applied to animals while under your management?  No. Continue to next question.  Yes. Complete the Livestock Organic System Plan module **L10.0 Annexes, annex 2 *only***  7a. If you treat an animal, how do you identify/segregate/track that animal to ensure that the withholding period is met for the animal and/or its products, or if applicable, that the animal is not slaughtered as organic? Select all that apply:  Not applicable, I do not administer medications.  Treatment date and material are documented in animal records  Record withholding period  Remove Slaughter Eligibility ID  Animals segregated to a separate area of my operation  Removed from my operation  Other (explain): | | | | | | |
| 8. Do animals have access to pasture or vegetative ground while under your management?  *Vegetation available to organic animals must be certified organic. Pasture must be managed as a crop. NOP § 205.237.*  Yes, I provide animals access to certified organic pasture which I own and operate. My organic certificate is attached.  Yes, cattle have access to certified pasture managed by other operations. Organic certificates are attached.  No, animals do not have access to vegetation and only have access to dirt or covered ground. | | | | | | |
| 9. Are animals ever transported to another certified location for holding or grazing?  No  Yes. List locations and ensure the organic certificates are attached: | | | | | | |
| **D. Slaughter** | | | | | | |
| 1. **Mammalian Livestock Slaughter**  *Operations that slaughter organic livestock must be in compliance, as determined by USDA Food Safety and Inspection Service (FSIS), with the Federal Meat Inspection Act [21 USC 603(b) and 21 USC 610(b)], and the regulations at 9 CFR part 313 regarding humane handling and slaughter of livestock, and the regulations of 9 CFR part 309 regarding ante-mortem inspection.*  1a. Do you slaughter mammalian livestock such as cattle, sheep, swine, or goats?  No. **Skip to question D2**.  Yes  1b. Who inspects your slaughter activities for compliance with humane handling and slaughter requirements?  *Noncompliance and corrective action records relating to humane handling and slaughter will be reviewed during your inspection and must be available upon request.*  FSIS  Other national, federal, or state authority (explain): | | | | | | |
| 2. **Exotic Animal Slaughter**  *Operations that slaughter organic exotic animals must comply with Agricultural Marketing Act of 1946 (7 USC 1621), the regulations at 9 CFR parts 313 and 352 regarding the human handling and slaughter of exotic animals and the regulations of 9 CFR part 309 regarding ante-mortem inspection.*  2b. Do you slaughter exotic animals such as antelope, bison, buffalo, cattalo, deer, elk, reindeer, or water buffalo?  No. **Skip to question D3.**  Yes  2b. Who inspects your slaughter activities for compliance with humane handling and slaughter requirements?  *Noncompliance and corrective action records relating to humane handling and slaughter will be reviewed during your inspections and must be available upon request.*  FSIS  Other national, federal, or state authority (explain): | | | | | | |
| 3. **Avian Livestock Slaughter**  *Operations that slaughter organic poultry must be in compliance, as determined by the USDA Food Safety and Inspection Service (FSIS), with the Poultry Products Inspection Act Requirements (21 USC 453(g)(5); the regulations at paragraph (v) of the definition of “adulterated” in 9 CFR 381.1(b) and 9 CFR 381.90, and 381.65(b)); and applicable FSIS Directives.*  3a. Do you slaughter poultry?  No. **Skip to section E.**  Yes  3b. Who inspects your slaughter activities for compliance with humane handling and slaughter requirements?  *Noncompliance and corrective action records relating to the use of good commercial practices in connection with slaughter will be reviewed during your inspections and must be available upon request.*  FSIS  Exempt from slaughter inspection  Other national, federal, or state authority (explain):  3c. Are you a poultry slaughter operation exempt from or not covered by the requirements of the Poultry Products Inspection Act (PPIA)?  No, I am covered by PPIA. **Skip to section E Record Keeping.**  Yes, PPIA does not apply to me. Exempt/not covered slaughter operations must ensure that:   * No lame birds are shackled, hung, or carried by their legs. * All birds shackled on a chain or automatic system have been stunned prior to exsanguination, with the exception of religious slaughter; and * All birds are irreversibly insensible prior to being placed in the scalding tank.   3d If you are exempt from or not covered by PPIA, describe your slaughter practices or attach your SOP:  Attached.  Not attached, provide written description here: | | | | | | |
| **E. Recordkeeping** | | | | | | |
| Organic animals must be traced from birth/hatch to slaughter, including ownership changes, physical movement of the animal, transportation, purchases, and sales. Records tracing the sources and amounts/numbers of all animals, feeds, supplements, additives and medications must be kept and be made available at inspection or upon request. Large animals must be individually identified in some manner. Poultry, rabbits and other small animals are to be tracked by flock, lots, or other applicable units when all individuals receive the same inputs and treatment. Records must be kept for five (5) years, even for animals that have died or were sold.  The following documentation is required for each transaction and must be maintained with organic records. | | | | | | |
| **If you do this:** | | | **Maintain this type of record:** | | | |
| Purchase:  • organic feed  • feed supplements  • organic roughages to be used for bedding | | | • Purchase records (e.g. receipts, invoices, weight tags, and shipping documents).  • Documentation must demonstrate that the transaction occurred directly between two certified operations (as applicable).  • Organic certificate for the supplier(s).  • Labels for all purchased feed and feed supplements. | | | |
| Store organic feed | | | • Inventory records for feed produced on-farm and for purchased feed. | | | |
| Graze ruminant livestock | | | • Pasture access records (e.g., rotational grazing documentation).  • The start and end of your grazing season. | | | |
| Purchase or receive animals | | | • Supplier’s Organic Certificate identifying the types of animals purchased or received.  • Purchase documents identifying the seller’s/buyer’s name, date of transaction, individual animal ID list/flock IDs, quantity of animals.  • Verification that the animal IDs and quantities loaded are identical to what is unloaded.  • Transaction document that verifies that payment was made to the producer or handler identified on the Organic Certificate.  • Verification of an animal’s treatment status regarding synthetic de-wormers for any ruminant animal and confirmation that animals were born from breeding stock managed organically from the last third of gestation or second day of life.  • Record linking incoming animal identification directly to your operation’s identification system. | | | |
| Administer health care materials to organic animals | | | • Health care treatment logs, including vaccination records.  • Health care and veterinary product purchase records. | | | |
| Load, offload, or transport organic animals or products | | | • Transportation records that include the location of pick-up, number of animals, total travel time on vehicle (from when all animals are loaded until vehicle arrives at final destination), and delivery to destination.  • If applicable, verification that commingling of certified organic animals was prevented during transport (e.g. animal identification records).  • Records indicating the organic status of livestock in a shipment. | | | |
| Sell livestock and/or livestock product | | | • Shipping or sales records (e.g., delivery receipts, receiving documents, etc.). | | | |
| Provide custom management services i.e. arrange slaughter and/or transport for live animals and ensure audit trail documents accompany the animals. | | | • Supplier’s Organic Certificate identifying the types of animals under custom management.  • Transportation records that include the location of pick-up, number of animals, total travel time on vehicle, and delivery to destination.  • If applicable, verification that commingling of certified organic animals was prevented during transport (e.g. animal identification records).  • Verification that the animal IDs and quantities loaded are identical to what is unloaded.  • Records indicating the organic status of livestock in a shipment.  • Verification of an animal’s treatment status regarding synthetic de-wormers for any ruminant animal and confirmation that animals were born from breeding stock managed organically from the last third of gestation or second day of life.  • Documented custom management services agreement between your operation, the livestock owner, and the slaughter facility as applicable. | | | |
| Slaughter Animals | | | • Documentation that demonstrates compliance with all federal regulations and requirements, as outlined in 205.242 (b) and (c).  • Records of all noncompliances related to humane handling and slaughter and good commercial practices in connection with slaughter, issued by the controlling national, federal, or state authority, and all records of subsequent corrective actions. | | | |
| 1. Check all of the following that apply to your operation:  Handle both organic and nonorganic livestock.  Handle the same species of organic and nonorganic animals.  Sell organic and nonorganic livestock/products, including any that you source from other operations.  Sell organic and nonorganic livestock/products of the same species, including any that you source from other operations.  None of the above, all organic. | | | | | | |
| 2. How do your records distinguish between organic and nonorganic livestock/products? | | | | | | |
| 3. What records do you provide your buyers that confirm the organic status of the animals they purchased?  Check all that apply:  N/A, I don’t sell live animals  Sales invoice  List of original IDs of animals shipped  Organic certificate of the livestock producer  Transportation records  Records verifying slaughter eligibility status  Other (explain): | | | | | | |
| 4. What records do you provide to your contracted service providers, such as slaughter facilities, who receive live animals that state the organic status and slaughter eligibility status of the animals they received?  Check all that apply:  N/A, not using or arranging the use of service providers Sales invoice List of original IDs of animals shipped  Organic certificate of the livestock producer  Transportation records  Records verifying slaughter eligibility status  Other (explain): | | | | | | |