

## OSP Forms Checklist

COP 101

National Standards for Organic Production (NSOP) under the NPOP programme of National Accreditation Board of India requires Organic System Plan (OSP) of Operators to be reviewed and updated annually. This form provides the checklist of forms to be filled and submitted as part of the OSP. For new applicants, the OSP should carry filled-in application as well. OSP format is proprietary to ISCOP's approach developed in compliance to NAB regulations. This form is applicable only to Organic Crop Production and not applicable to Livestock or handling operations. This OSP applies only to independent operators and does not relate to group operations.

**COP 101.1 General Description of Organic Operations:**

Farm Name (As required in the Organic Certification):

- |                           |   |   |  |                                      |                                       |
|---------------------------|---|---|--|--------------------------------------|---------------------------------------|
| <b>Location:</b>          | <input type="checkbox"/> Single (One Piece)           | <input type="checkbox"/> Single (Scattered) | <input type="checkbox"/> Multiple        | <input type="checkbox"/> Complex     |                                       |
| <b>Farming System:</b>    | <input type="checkbox"/> Cropping System Based (only) |   | <input type="checkbox"/> Mixed Farming   |                                      |                                       |
| <b>Land Profile:</b>      | <input type="checkbox"/> Owned                        | <input type="checkbox"/> Leased             | <input type="checkbox"/> Both            |                                      |                                       |
| <b>Sales:</b>             | <input type="checkbox"/> On-Farm (Bulk)               | <input type="checkbox"/> On-Farm (Retail)   | <input type="checkbox"/> Off-Farm        | <input type="checkbox"/> Combination |                                       |
| <b>Post-Harvest:</b>      | <input type="checkbox"/> Unhandled                    | <input type="checkbox"/> Less-Handled       | <input type="checkbox"/> Fresh           | <input type="checkbox"/> Dried       | <input type="checkbox"/> Manufactured |
| <b>Organic Awareness:</b> | <input type="checkbox"/> Experienced                  | <input type="checkbox"/> New (Trained)      | <input type="checkbox"/> New (Untrained) |                                      |                                       |
| <b>If Renewal</b>         | <input type="checkbox"/> Sanctions                    | <input type="checkbox"/> Complaints         | <input type="checkbox"/> Non-compliance  |                                      |                                       |

General Description of Organic Operations must be filled-in duly without missing any item. If the applicant fails to fill any item, OSP will not be considered for further processing. General Description provides a basic understanding on the complexity and risk of the operator.

**COP 101.2 Land Profile of Operator**

Please check the boxes related to Land Profile of operator filled and enclosed as part of this OSP submission.

- |   |   |
|---|---|
| <input type="checkbox"/> Forms Checklist (this form)                      | <input type="checkbox"/> Application Form                               |
| <input type="checkbox"/> Legal Entity & Affirmations                      | <input type="checkbox"/> Bio-diversity and Natural Resources Management |
| <input type="checkbox"/> Land Requirements (COP 401)                      | <input type="checkbox"/> Land Maps (COP 400)                            |
| <input type="checkbox"/> Prior Land Use Documentation (COP 401)           | <input type="checkbox"/> Current Proposed Land Use (COP 701)            |
| <input type="checkbox"/> Farm/Operator Legal Status Evidences (Enclosure) |   |

**COP 101.3 OSP Forms**

Please check the box by each OSP form that you are submitting with your application or renewal.

- |   |  |
|---|--|
| <input type="checkbox"/> Organic Awareness (COP 501)                | <input type="checkbox"/> Crop Production Overview (COP 601)      |
| <input type="checkbox"/> Buffering & Land Use (COP 701)             | <input type="checkbox"/> Soil Health & Water Quality (COP 801)   |
| <input type="checkbox"/> Seed Stock and Planting Material (COP 901) | <input type="checkbox"/> Mulching (COP 1001)                     |
| <input type="checkbox"/> Composting (COP 1101)                      | <input type="checkbox"/> Farm Inputs (Materials List) (COP 1201) |
| <input type="checkbox"/> Weed Management (COP 1301)                 | <input type="checkbox"/> Pest Management (COP 1401)              |
| <input type="checkbox"/> Disease Management (COP 1501)              | <input type="checkbox"/> Commingling & Contamination (COP 1601)  |
| <input type="checkbox"/> Records & Audit Trail (COP 1701)           | <input type="checkbox"/> Wild Harvest (applicable with CP)       |
| <input type="checkbox"/> Post-Harvest Handling (COP 1801)           | <input type="checkbox"/> Sales (COP 1901)                        |
| <input type="checkbox"/> Farm Diary Format (Enclosure)              |  |

Please provide more supplementary documentation, if any that shall support your certification.

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**OSP Forms – Land Profile of Operator**

**COP 400**

This form describes my land under organic operation. This form describes about my lands under farm operations in various locations for organic crop and livestock production and allows for accompanying documentation to establish its eligibility for organic certification.

**COP 400 Land Profile**

**Name of your Farm Operations:**

**Name of your Organic Operations:**

**Farm Operation Scope:**

- Single Location
- Organic Only
- Own Land Parcel
- Multiple Location
- Parallel Production
- Leased Land Parcel
- Split Production
- Combination of Both

Do you already have certified land parcel under your operation?  Yes  No  
 If Yes,  ISCOP Certified  Others

**COP 400.2 Extent of Conversion**

Total Acreage of Farm Operations:

Acreage for Organic Conversion:

Number of Locations:

Location Name/ID	Total Acreage	Acreage for Conversion

Please submit independent COP 401 Land requirements for every location under conversion or certification.

Location Identity (Connect Multi-location by distance) – Attach an overview map or hand drawn coordinates (Coordinates preferable)

**COP 400.3 Land Ownership status**

Location ID	Acreage	Owner Details	Relationship with Operator

Please attach evidence for ownership (Latest EC copy) and agreement copies supporting relationship

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**OSP Forms – Land Past-Use Documentation**

**COP 400**

Years	Cropping System		Crop												Yield
	Field Number	Season	Cropping System	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
Year (-3)															
Year (-2)															
Year (-1)															

*Use Independent Past Land Use form for every additional location.*

Any Critical observation about Adjacent Lands and Ecosystem:

- Industry Air Pollution       Contaminated Canal/Ground Water       Soil Erosion
- Land Reclamation Efforts       Threat for commercial conversion

Local Administrator

**OSP Forms – Land Requirements**

**COP 401**

Submit one copy of this Land Requirements form for **each farm location** (not for individual fields) that is non-adjacent to your other farmland or production locations, and/or has distinct land use history (different date of last prohibited materials use or different prior land manager, etc.)

- This Land Requirements form describes all the land in my organic operation.
- Additional copies of this form are attached and describe other land within my operation.

**COP 401.1 Location Identity Description**

<b>Farm Location ID:</b>	<b>Legal Status (Patta/Survey)</b>	<b>Total Area in Acres</b>
<b>Area to be certified in Acres</b>	<b>Land Parcel Location Identity</b>	<b>Number of Fields (All fields)</b>

Date of Land Undertaking for cultivation purposes: (at least Year)  
 When did you stop using prohibited materials? (at least month/year)  
 Did any other certifying body inspect the land before?  Yes  No If Yes, When (Month/Year)

**COP 401.2 Field Configuration**

Total Number of Fields: \_\_\_\_\_ Fields under conversion/certification: \_\_\_\_\_  
 Field Configuration:  Fixed  Flexible  Not configured

**Fields under Conversion/Certification – Boundary Description**

Field Number	Size (Ac/Cents)	East	South	West	North

Boundary Description Code; R- Residential, W-Water source, C-Cultivated organic, Q – Conventional, B-Buffer, K-Pasture, F-Fallow, S-Roadside, L-Livestock shed, M-Composting Area, P-Parallel/Split area, U-Uncultivated area (Storage).  
 Use the word A along with the above codes, if the land belongs to adjacent holding, For instance AQ-Adjacent conventional

**Fields under Split/Parallel Production – Boundary Description**

Field Number	Size (Ac/Cents)	East	South	West	North

**COP 401.3 Field Map (Attach Field Maps)**

Provide an accurate map that shows each field included on the farm listed above. Show boundaries and area to be certified as described in COP 401.2. This may be a Patta/Chita FMB sketch of the parcel map or a detailed hand-drawn map, as long as it is clearly configurable. This map must be current and dated. An updated (revised or new) map must be submitted whenever information on the map changes.

Please tick those shown in map attached:

- Field numbers
- Area in acres (field specific)
- Buffers
- North arrow
- Adjoining land use
- Landmarks such as buildings, farm or public roads, railroad tracks
- Slope(s)
- Buffers – As windbreaks, hedgerows or woodlands, etc
- Livestock
- Pastures
- Permanent fences
- Feeding area (uncrowded if any)
- Location and source of water
- Bio-diversity
- Shade
- Processing and Storage area

**COP 401.4 Land Records Endorsement**

Land records presented for eligibility of certification are endorsed by local authorities.

- Ownership Status
- Lease Agreement
- Land Map
- Land Use History

I acknowledge and accept that the land presented for eligibility under organic certification is free of disputes and is in full control of the operator. It does not have a threat of misuse, ownership risk and other legal disputes that may lead to undisclosed disturbance for organic eligibility status. I will bring to the notice of ISCOP, if there any dispute that shall intervene eligibility status.

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**OSP Forms – ORGANIC AWARENESS**

**COP 501**

ISCOP requires the operator to have basic understanding on organic crop production and the regulations associated with organic crop production. As a mandatory exercise, ISCOP takes this initiative to understand the basic organic awareness of operators through this form COP 501. If the operator lacks comprehensive understanding of organic crop production, ISCOP shall recommend the operator to get sufficient training and skill development.

**COP 501.1 Opinion**

Why do you want to migrate from conventional farming to organic farming? Your single strong purpose.....

- Save Soil/land     Chemical free food     Profitable     Social Influence     Bad Experience

Others if any Specify.

Do you think migration from convention farming to organic is easy?     Yes     No

How many certified farmers you have met to understand organic farming?     Nil     <5     >5

Do you know that organic farming involves organic regulation and complexity?     Yes     No

When did you decide to migrate to organic farming?     This year     1-2 years     >2 Years

Did you attend training, workshops or symposiums regarding organic farming?     Yes     No

Your opinion about organic farming. Choose only one of the below.

- Scientific practice     Traditional practice     Spiritual practice

**COP 501.2 Socio-economic Awareness**

In the past, Farmers migrated to Organic farming mostly have

- withdrawn faster     sustained with high difficulties     continued successfully

Do you know how to differentiate certified organic products from wrong claims?     Yes     No

Do you think you have access to fetching markets for your organic produce?     Yes     No

What is your opinion about cost of organic farming?

- Capital intensive     High operating cost     Both     Cheaper

Do you think your agriculture labour is aware of organic farming?     Yes     No

I have approached ISCOP certification or organic certification, because (you may tick two options)

- My buyer wants it.     I realize it is legal     I helps me learn and sustain     I don't believe in certification

**COP 501.3 Production Awareness**

Do you have the approved input material list and other restricted and prohibited list?     Yes     No

Do you know about buffer zone maintenance in your farm?     Yes     No

Which of the following practices you have already learned or executed?

- Mulching     Composting     Buffer zone     Mixed farming     Cover crops     Inter-cropping

Do you have the habit of maintaining farm diary?     Yes     No

Do you know how to develop an Organic System Plan for your farm?     Yes     No

Do you think you are fully aware of conversion and ready to adapt?     Yes     No

Do you know about the following terms? Box it if you are aware.

- Parallel Production     Split Production     Comingling     GMO

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**OSP Forms – Crop Production Overview**

**COP 601**

This form describes crop production plan overview presented as a generic outlay. This form describes about overall structure of organic operations that enables eligibility of filling various OSP forms based on merit and progressive conversion. Progressive conversion support shall rely fully on open declaration of the actual status without compromise. ISCOP shall use this form for critical judgement of operator’s eligibility.

**COP 601.1 Production System Overview**

Please list crops you are planning to grow & harvest for which you are seeking organic certified status.

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Do you produce Livestock and you are seeking certification for that as well? Yes No

Is your production system all organic? Yes No

If no, please list crops that you want to continue to grow as conventional?

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Do you have plans to grow crops in soil-free alternate medium? Yes No

**COP 601.2 Resource Potential**

What type of soil fertility adopted in your farm so far? You may choose combinations

- High Chemical Fertilizer Inputs      Low Chemical Fertilizer Inputs      High organic matter inputs  
Low organic matter inputs      Bio-inputs      Live Mulching

Please tick your water dependencies. You may choose more than one.

- Canal Irrigation      Bore-well Irrigation      Rain water harvesting      Conservatory adaptation  
wetlands      Fully Rain-fed

**COP 601.3 Input Dependencies**

Seed Dependencies for organic farming (you may tick more than one)

- On-farm Planting Stock      Off-farm Local Seeds      Commercial Hybrids      GMO

Do you have plans for on-farm composting? Yes No

Do you have plans to buy or use off-farm manures? Yes No

Do you have plans to buy approved commercial inputs? Yes No

Do you have plans to buy external feed for your livestock? Yes No

How do you want to handle critical diseases in your organic operation?

- On-farm inputs      Off-farm approved products      Selective Pesticide for Emergency  
Choose to loose crop

Do you believe in zero external inputs based organic farming? Yes No

**COP 601.2 Resource Potential**

What type of soil fertility adopted in your farm so far? You may choose combinations

- High Chemical Fertilizer Inputs       Low Chemical Fertilizer Inputs       High organic matter inputs  
 Low organic matter inputs       Bio-inputs       Live Mulching

Please tick your water dependencies. You may choose more than one.

- Canal Irrigation       Bore-well Irrigation       Rain water harvesting       Conservatory adaptation  
 wetlands       Fully Rain-fed

Please tick, if these facilities are part of your organic farm

- Compost Yard       Green House       Aquaculture       Nursery       Drying Yard  
 Stockyard       Pack Station       Wild Harvest       Cold Storage       Vehicles

**COP 601.4 Post-Harvest Handling**

Does your farm involve in post-harvest handling of the crop produce?  Yes       No

Please tick, if you do any of the following in your farm?

- Wash product with water       Sort/size product       Grade product       Roast beans  
 Cool product       Transport crops       Store product       Clean seeds  
 Clean product       Bag or pack crops       Dry grain       others (describe):

Do you perform complex handling of crop products (change their essential form—cut, cook, etc.)?

- Yes       No

If Yes, list handling/processing activities below.

**COP 601.5 Certified Operation Scope**

Do you want to certify your Livestock Operations?  Yes       No

Do you want to certify your handling operations?  Yes       No

Do you want to certify your On-farm sale operations?  Yes       No

Do you want to certify your complex handling activity?  Yes       No

Do you want a Mark License?  Yes       No

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## OSP Forms – Land Use Plan

COP 701

This form describes land use plan overview as farm outlay. This form describes about overall land utility structure for its productivity, efficiency and sustainability. This form helps the operator describe their farm's efficiency to rotate crops, enhance diversity, permanent and temporary buffers.

## COP 701.1 Land Use Overview

## General Land use description

- Field Crop Intensification       Orchard-type       Plantation Estate Type  
 Field crop-Orchard Mixed type       Livestock Intense       Forest type       Peri-Urban Type

## Farm Utility/Facility Mix (tick all applicable items)

- Livestock House       Tractor Shed       Machine Shed       Exclusive Cattle Pasture  
 Farm Pond       Wetlands       Buffer Zone       Forest trails  
 Aquaculture       Compost shed       Greenhouse       Beehive       Fallows  
 Barn       Drying Yard       Cold Chamber       Processing Shed       Residential

## Distribution of Farmland (as percentage of total farmland)

Built % ----- Prime Agricultural % ----- Conservatory % -----

Do you think your land use is sustainable?       Yes       No

If no, what is your adaptive plan?

(Describe if possible)

## COP 701.2 Crop Rotation

Are you aware of crop rotation and its importance in organic farming?  Yes       No

If No, Please take sufficient action to implement crop rotation sooner.

How do you manage your perennial crop fields?

- Cover crops       Alley cropping       intercropping       hedgerows       Unattended

How do you rotate your field crops?

- Cash Crop-Filler Crop/Cover crop-Altn Cash crop       Cash crop-Altn Cash crop-Filler/Cover  
 Cash Crop-Same Cash Crop – Altn Cash Crop-Filler       No Filler/Cover crops

Indicate the issues you address or planning to address with your crop rotation.

- Organic matter increase       Soil compaction or crusting       wind erosion  
 Salinity       Pest management       water availability  
 Deficient nutrients       Disease management       Water infiltration/drainage  
 Water erosion       Weed management       Overall farm biodiversity

**COP 701.3 Buffer Zone**

Describe your farm adjacent land use (please specify this in your maps also)

**Eastern Side**

- Organic farms       fallow fields       Pasture       Wild lands       Conventional
- Livestock       Residential       Farm utilities       Roadside       Others (Specify)

**Northern Side**

- Organic farms       fallow fields       Pasture       Wild lands       Conventional
- Livestock       Residential       Farm utilities       Roadside       Others (Specify)

**Western Side**

- Organic farms       fallow fields       Pasture       Wild lands       Conventional
- Livestock       Residential       Farm utilities       Roadside       Others (Specify)

**Southern Side**

- Organic farms       fallow fields       Pasture       Wild lands       Conventional
- Livestock       Residential       Farm utilities       Roadside       others (Specify)

What buffer types do you manage to avoid contamination?

- Permanent Physical barriers       Permanent Vegetation (full perimeter)       Hedgerow planting
- Windbreak/Shelterbelt       Riparian water buffer       Crop selection (pollinators issue)

Describe buffer areas for each field/pasture that you maintain on your organic land.

Field Number	Adjacent Land	Buffer

Please specify whether you grow crops in the buffer area, and whether you plan to sell or represent them as organic. If you need more space, please attach a separate page.  Buffer description attached

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## OSP Forms – Soil &amp; Water Quality

COP 801

This form describes Soil and water quality management plan of my organic system plan. This form provides an idea about how sustainable my plans are towards maintaining soil health and water quality.

**COP 801.1 Soil Analysis**

Pick your Soil Degradation Problem

Erosion                       Compaction                       Contamination

Do you know your soil type?  Yes     No    If No, take expert assistance and find.

If Yes, Please tick

Red Loamy                       Red Sterile                       Red Sandy                       Thin Red                       Deep Red Loamy  
 Black Soil                       Laterite Soil                       Coastal Soil                       Others (Specify)

Do you have a recent (less than one year) soil test report?  Yes                       No

If No, Please arrange for testing. Inspection is conditional to soil report availability. If yes, attach soil test report.

What aspects does your test results cover in the following?

Soil NPK                       Biological NPK                       Microbial Activity                       Extractable C                       C: N Balance

Do you know how to monitor soil fertility in a chemical-free production system?  Yes                       No

How do you decide to monitor your soil fertility for this year?

Soil testing                       Microbial activity                       Tissue testing                       Soil observation  
 Observation of crop health                       Crop yields                       Crop quality testing                       others (specify)

Are you happy with your current soil fertility for uncompromising organic production?  Yes                       No

If No, Are you ready for critical compromises that are part of conversion?  Yes                       No

**COP 801.2 Soil Fertility Plan**

Please tick the major practices planned as part of the soil building plan.

Soil Amendments                       Summer Fallow                       Crop Rotation                       Soil Erosion Control  
 Subsoiling                       Others (Specify)

Please tick major on-farm initiatives that are part of soil fertility plan.

On-farm Manure                       On-farm Composting                       On-farm bio-dynamic preparations  
 On-farm fermenters                       On-farm livestock proportion build                       Matching Manure crops & pastures

Do you have plans to use restricted (R) fertility inputs?  Yes                       No

If yes, do you know how to comply with the annotation (R)?  Yes                       No

Do you have plans to temporarily use high salt content (Calcium carbonate, Sodium Nitrate, Potassium Sulphate, etc)?  Yes                       No

If yes, do you know how to prevent salt build-up?  Yes                       No

Do you burn Crop residues in the certified field?  Yes                       No

Do you have any sewage or sludge material intervention in your field?  Yes                       No

Do you see your soil building plan is going to be a major cost during your conversion?  Yes                       No

Do you have plans for periodical soil monitoring?  Yes                       No

If yes,  Weekly                       Monthly                       Quarterly                       Semi-annually

**COP 801.3 Water Analysis**

What type of test report do you have for your water source utilized for organic farming?

Residue Analysis Report     Salinity Test Report     No reports done so far

If No, are you planning to do water analysis?  Yes     No

Please tick your current water dependencies.  Canal Irrigation     Bore-well Irrigation     Rain water harvesting  
 Conservatory adaptation     wetlands     Fully Rain-fed

Do you know about the following regarding water quality?

pH     EC     Water Minerals     Heavy Metals  
 Poly Aromatic Hydrocarbons     Pesticide Residues     Industrial Chemicals  
 Allergens     Microbial Contaminants

Are you aware of water based contaminations in food products?  Yes     No

**COP 801.4 Water Management Plan**

Is your water source shared?  Yes     No

Water Source:

On-site Wells/Ponds     River/Creek/Pond     Rainwater     Municipal     Canal Supplies

Please tick those plans that are part of your water quality management

Separating waterways from adjacent holdings     Rain Water Harvesting  
 Conservatory Scheduling     Drip Irrigation     other micro-irrigation techniques  
 Sediment Basin     periodic water quality testing     Water treatment  
 Riparian culture     Mulching     On-Farm Watershed

Type of Irrigation System planned.

Drip     Flood     Pivot     Others (Specify)

Do you apply farm inputs through irrigation water?  Yes     No

Tick materials you use for irrigation supportive practices.

Pipeline cleaning solvents     Motor Fuel     Lubricants     Chlorination     Disinfectants

Water Use Plan

Irrigation     Livestock     Washing crops     Greenhouse     Processing     others

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OSP Forms – Soil & Water Quality COP 801

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**OSP Forms – Seed Stock**

**COP 901**

This form describes seed sources, seed quality, access and treatment aspects of my organic operation. This form describes about my annual and perennial planting stock plan and their access plans without hindrance supporting my crop rotation.

NPOP regulation requires the use of organically grown seeds, unless the variety is not commercially available. In the advent of organic seeds unavailable, prepare evidences for sourcing attempts and documentation for commercial unavailability. Synthetic seed treatments are prohibited, unless included as part of National Sanitary plan as an exemption. GMOs are prohibited. Please save all seed labels and treatment inoculants label for inspection. Failure to show evidences shall be treated as ‘conventional-chemical treated and GMO’ category assessment only.

**COP 901.1 Annual Seeds**  On-Farm Source  Off-farm Source

No Seeds Used  All Organic Seeds  All Untreated Seeds Used  No GMOs (mandatory)

**List all seeds planned/used for the Current Season:**

Crop/Variety /Brand	Organic Status	Untreated	Treated	GMO	Fungicide	Inoculant	Validation for Seed Source & Treatment

**COP 901.2 Annual Seedling Stock/Perennial Planting Stock**

On-Farm Source  Off-farm Source

On-Farm Resources:  Green House  Nursery  Mother Stock  
 If you tick green House, fill form 901(A)

Off-farm Seedling Stock

Type of Seedlings	Supplier	Organic Status	Treatments	Validation of Stock status

**Non-GMO Declaration:** I acknowledge and accept that the seeds, seedlings and planting stocks are verified for its non-GMO status. I declare with evidence that all planting stock are non-GMO only. I indemnify the liability for wrong declaration, if identified untrue.

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## OSP Forms – MULCHING AWARENESS

COP 1001

Mulching is the process of covering the topsoil with plant material such as leaves, grass, twigs, crop residues, straw etc. In organic agriculture the term 'mulching' refers only to the use of organic, degradable plant materials. IS COP require this form to be filled to understand that mulching is practiced to its advantage and not handled as a source of contamination. Operator's mulching awareness is critical for sustenance and optimistic handling of organic operations.

**COP 1001.1 Mulching & Mulch Materials**

Do you practice mulching in your organic farm? Yes  No

If No, what is your plan to start mulching practice?

If yes, what is your source of mulch materials?

- Weeds                       Plastic                       Cover crops                       Stones  
 Crop residues               Pruning material from trees               Cuttings from hedges  
 Processing waste               Others (Specify)

What is the primary purpose of your mulching? Is it very selective or a comprehensive practice?

- Soil Erosion               Water Conservation               Weed Management               Soil Fertility

**COP 1001.2 Mulching Contamination Awareness**

Do you know that your mulch material may be a big source of soil contamination?  Yes  No

Are you trained to choose mulch material without infection?  Yes  No

Is your mulch material on-farm?  Yes  No

If No, how do you handle the risk of contamination?

Is your mulch material plastic or stone?  Yes  No

If yes, stop using it. Show evidences for stopping it.

Do you treat your mulch material for infestations?  Yes  No

If yes, please specify the treatment material and purpose.

Do you till your soil after mulch material is degraded, especially before sowing the next crop?  Yes  No

If no, is your mulching cropping system dependent?  Yes  No

If yes, please specify the system.

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## OSP Forms – COMPOSTING

## COP 1101

Composting is the process of transforming organic materials of plant or animal origin into humus in heaps or pits. Compared with uncontrolled decomposition of organic material, decomposition in the composting process occurs at a faster rate, reaches higher temperatures and results in a product of higher quality. ISCOP requires operators to fill this form to understand how the operator meets composting requirement and compose associated contamination.

**COP 1101.1 Source of Compost**

Do you practice composting in your organic farm? Yes No (If yes skip to COP1101.2)

If No, do you use off-farm compost? Yes No

How do you track the source of off-farm compost/Manure?

Compost Specification sheet Monitored Procurement Certified Supplier

Do you use un-composted raw or aged-manure? Yes No

If yes, do you apply it directly to crops whose edible portion directly contacts soil? Yes No

If yes, when do you apply? 30 days to harvest 60 days to harvest 90 days to harvest

What are the sources of compost you procure?

Organic green biomass Livestock bedding Sewage waste Municipal Waste  
Processing waste Mushroom beddings Others (specify)

Do you maintain records for compost procurement with source identity? Yes No

Are you aware of the impact of manure or compost based contaminants on soil and water quality?

Yes No

**COP 1101.2 On-farm Composting (Attach compost yard plan and process)**

What is your source of biomass or ingredients? On-farm Off-farm Both

If Off-farm, do you have records for its organic identity? Yes No

Do you mix ingredients like crop biomass, cattle manure and other forms? Yes No

Are you trained to handle composting? Yes No

What is the maximum temperature of the ingredients during composting?

< 60 deg Centigrade  60-70 deg Centigrade  >70 deg Centigrade

What is your source of compost microbial culture? Certified source Not certified

Please provide culture specification you purchase along with supplier certificate.

Do you maintain records for your compost production? Yes No

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OSP Forms- Composting COP 1101

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**COP 1201.3 Crop Protection**

Weed controlling substances, pest controlling substances and disease controlling substances are the crop protection inputs you may list in the table below.

Product Type	Brand Name	Product Specification and Application Dosage	Organic Status Approved /Restricted	Third Party Verification	Evidence Availability

Please make the product labels and purchase receipts available for inspection. Please list all the on-farm indigenous preparations used for crop protection.

**COP 1201.4 Farm Support Inputs**

Post-harvest storage related materials, warehouse/farm disinfectants, power equipment fuels, lubricants, cleaning substances, water amending substances and any other farm related materials that support farming.

Product Type	Brand Name	Product Specification and Application Dosage	Organic Status Approved /Restricted	Third Party Verification	Evidence Availability

Please make the product labels and purchase receipts available for inspection. Please list all the on-farm indigenous preparations used for supporting your farming.

Do you require off-farm materials approval from ISCOP?  Yes  No

Please declare actual status of materials used. This will help the inspector or ISCOP support you with proper assistance and enable your farming. True declaration of materials will empower your organic farming.

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## OSP Forms – WEED MANAGEMENT

COP 1301

The management practices aim at keeping the weed population at a level that does not result in economic loss of the crop cultivation or harm its quality. The goal is not to completely eradicate all weeds, as they also have a role to play on the farm. Operator's perspective about weed management is critical to farm hygiene and organic status of the farm. This form shall help ISCOP understand the operators's approach to weed management practices against the scope of weed eradication practices.

**COP 1301.1 Weed Bio-diversity**

Do you consider weed management as a major barrier to organic production?  Yes  No

Do you know the type of weeds that negatively influenced your cultivation so far?  Yes  No

Do you know what is weed allelopathy and crop allelopathy?  Yes  No

How long have you been using weedicide in your field? And when did you last use weedicide?

Can you enlist those high intensity, problematic weeds in your field that affects your cultivation? You may use local names to identify them.

Do you have issues with notified perennial weeds that is becoming a major issue? Please list.

**COP 1301.2 Weed Management Plan**

Please list the items that are part of your weed management plan. (Tick all applicable)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Living Mulch Cover crop | <input type="checkbox"/> Allelopathic cover crop | <input type="checkbox"/> Timing of Planting |
| <input type="checkbox"/> Sanitized Mulch         | <input type="checkbox"/> Soil Solarization       | <input type="checkbox"/> Flaming            |
| <input type="checkbox"/> Manual Weeding          | <input type="checkbox"/> Resistant varieties     | <input type="checkbox"/> Mechanical Weeders |
| <input type="checkbox"/> Approved Herbicides     | <input type="checkbox"/> Biological herbicides   | <input type="checkbox"/> Seed Predation     |

Are you planning to use glacial acetic acid as herbicide?  Yes  No

Do you know about systemic weed management for organic farming?  Yes  No

Are you irrigating the crop or the entire field?  Yes  No

Are you fertilizing the crop or the entire field?  Yes  No

Are you looking at crop intensity as a tool to weed management?  Yes  No

Are you planning to control weed before emergence or after emergence?

- |   |   |
|---|---|
| <input type="checkbox"/> Primarily Pre-emergence strategy | <input type="checkbox"/> Post-emergence control |
|---|---|

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OSP Forms- Weed Management COP 1301

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**OSP Forms – PEST MANAGEMENT****COP 1401**

To design and implement pest management practices in organic farming, it is necessary to have good knowledge of crop and pest biology, ecology, phenology and of pest-crop interactions, while following the rules of organic farming. ISCOP requires the operator to fill this form to understand your plans to control pests in an acceptable manner. Your curiosity to apply chemical pesticides to save crops may affect your organic status. ISCOP suggests proper pest management education of the operator.

**COP 1401.1 Pest Ecology**

Do you know the pest issues associated with your planned cropping system? Yes No

In the past, how did you take decision to use pesticide?

Periodic practice based on incidence based on economic impact of incidence

In the past, did you adapt conventional approaches regularly before using pesticides? Yes No

How long have you been using pesticides in your field? And when did you last use pesticides?

Can you enlist those high intensity, problematic pests in your field that affects your cultivation? You may use local names to identify them.

Do you have issues with any particular economically damaging pest that is becoming a major issue? Please list.

**COP 1401.2 Pest Management Plan**

Please list the items that are part of your pest management plan. (Tick all applicable)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Soil tillage and sanitation | <input type="checkbox"/> Trap Crops               | <input type="checkbox"/> Resistant Varieties |
| <input type="checkbox"/> Natural Enemies             | <input type="checkbox"/> Bio-control agents       | <input type="checkbox"/> Traps and Barriers  |
| <input type="checkbox"/> Crop Rotation               | <input type="checkbox"/> Natural Pesticides       | <input type="checkbox"/> Mechanical Removal  |
| <input type="checkbox"/> Soap Oil                    | <input type="checkbox"/> Aromatic repellent crops | <input type="checkbox"/> Selective weeding   |

Are you planning to use natural pyrethrum as a regular pesticide? Yes No

Do you know about ecological pest management for organic farming? Yes No

Are you planning to use certified pesticides for approved organic agriculture? Yes No

What is your plan for the following?

Organic Sucking Pests Control -

Organic Feeding Pests Control -

Organic Soil Insects Control -

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OSP Forms- Pest Management COP 1401

ISCOP Mandated Form

**OSP Forms – DISEASE MANAGEMENT****COP 1501**

Organic Disease management practices are about making life difficult for pathogen to survive in the farm. Well-informed organic farmers do so, but in most cases pathogens make life difficult for the farmer. ISCOP is extremely careful in recognising the critical levels of understanding of farmers regarding pathogens and disease. ISCOP requires the operator to fill this form to understand your plans to control/manage diseases in an acceptable manner. Your curiosity to apply chemicals to save crops may affect your organic status.

**COP 1501.1 Disease Ecology**

Do you know the major diseases you expect with your planned cropping system?  Yes  No

In the past, how did you take decision to use fungicides/bacteriocides?

Periodic practice  based on incidence  based on economic impact of incidence

How long have you been using chemicals for diseases in your field? And when did you last use a chemical?

Can you enlist frequently occurring diseases in your field?

In the past, which is a major source for diseases in your field?

Fungal  Bacterial  Nematode  Viral

Do you know how to differential disease infestation from nutrition deficiency or pest affected symptoms?

Yes  No

Do you have issues with any particular economically damaging disease that is alarming? Please list.

**COP 1401.2 Organic Disease Management Plan**

Please list the items that are part of your Disease management plan. (Tick all applicable)

Soil Health Management  Vector Exclusion  Seed Source Exclusion  
 Water Source Exclusion  Resistant Varieties  Always Raised Bed  
 Crop Rotation  Staking, Trellis & Pruning  Approved Fungicides  
 Biologicals  Sulfur, Copper & Peroxides Use  Tetracycline Use

Are you planning to use Sulfur, Copper, streptomycine and Tetracycline as a regular option?  Yes  No

Do you know about holistic exclusion of disease for organic farming?  Yes  No

Are you planning to use certified chemicals for approved organic agriculture?  Yes  No

What is your plan for the following?

Organic Fungal Disease Control -

Organic Bacterial Disease Control -

Organic Soil pathogen Control –

Organic Viral Disease Control -

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**OSP Forms – Commingling & Contamination****COP 1601**

This form describe the measures you take—management practices and physical barriers—to minimize risks and prevent commingling/contact between organic and non-organic product, and prevent contamination of organic product with substances prohibited in organic production and handling. Buffers must be “sufficient to prevent contamination.”

**COP 1601.1 Organic Immunity****Production Type**

Fully Organic       Parallel Production       Split Production  
(If Split fill COP 1601.2)

**Source of irrigation Water**

Private Source (If private specify about any water treatment in COP801.4)       Public Source

Do you store prohibited materials on-farm?  Yes       No  
If Yes, Please fill COP 1601.4

Do you rent equipments and transport from outside?  Yes       No  
If Yes, Please fill COP 1601.5

Do you have on-farm processing/handling of split/parallel production?  Yes       No  
If yes, please fill COP 1601.6

Do you buy compost/FYM from outside?  Yes       No  
If yes, do you have source validation and contamination report?  Yes       No

Do you have livestock not part of organic operations?  Yes       No  
If yes, please list livestock operations related materials in materials list form.

**COP 1601.2 Split Operations**

Please fill an independent split operation materials list form.

For how many crops you have split operations that are listed in organic operations?

1       2       3       4       5       >5

Do you use the same seed stock/commercial varieties for split operations?  Yes       No

Do you align split production the same season as organic operation?  Yes       No

Do maintain an independent farm dairy for split operations?  Yes       No

Do you store the split operation material in the same store as organic operation?  Yes       No

Do you have plans to discontinue split operations in the future?  Yes       No

**COP 1601.3 Irrigation**

If your Irrigation source is public, does your local government treat water with prohibited substances?

Yes       No

Is the water source and channel same for both organic operation and Split/parallel production?

Yes       No

If yes, do you fertigate or chemigate conventional production?  Yes       No

If yes, what is your plan to avoid contamination?

**COP 1601.4 Storage**

Do you separately store materials used for conventional production?  Yes       No

If No, do you have plans to separate?  Yes       No

If yes, how do you separate the identity of materials used for organic operations?

Independent Records       Clear Store configuration       Contamination-free separation

Do you store organic harvested produce separately?  Yes       No

Is there an independent storage facility for organic produce?  Yes       No

Do you use store disinfectants/fumigants?  Yes       No

Please provide details about your storage infrastructure.  Dry       Wet       Cold chambers

Specify capacities independently for each type.

Do you want to certify your final product storage facility?  Yes       No

**COP 1601.5 Equipments & Transport**

If you hire seeders, applicators, ploughers and other farm equipments, do you clean them before use?

Yes       No

Do you maintain cleaning records of all equipments?  Yes       No

Do you use same containers for storing organic and conventional products?  Yes       No

If yes, do you maintain cleaning records?  Yes       No

Do you use the same on-farm and off-farm transit facility for both organic and conventional production?

Yes       No

If yes, please specify if cleaned and records and maintained.  Yes       No

**COP 1601.6 On-farm Post-Harvest Handling**

Do you treat the handling/processing equipments for infection? Yes No

Please mention the type of disinfectant.

Do you treat wooden items for pests? Yes No

If yes, how do you avoid them from contacting soil, crop or other materials involved in organic operation?

Usage of manual harvesters like sickles and other manual handling tools for alternate purposes.

Do you mix the manually handled tools for other operations? Yes No

Do you have cleaning records for tools and equipments for harvest handling? Yes No

**COP 1601.7 Commingling & Contamination Plan**

Does your adjacent fields handle GMO crops? Yes No

Do you know how to plan buffer zone to avoid commingling & contamination for on-farm aspects?

Yes No

Does your crop rotation handle contamination through pollinators? Yes No

If you have split/parallel production, please provide us a detailed commingling and contamination plan.

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## OSP Forms – Records &amp; Audit Trail

COP 1701

Records are necessary to facilitate production verification and audit. NPOP regulations require that your recordkeeping system be adapted to your type of operation, and fully disclose all activities and transactions of your operation. ISCOP requires operators to maintain a record-keeping system to monitor organic operations. If you are not aware of record-keeping, please take the assistance of our experts. ISCOP requires the operator to maintain the records for minimum 5 years. Record-keeping is mandatory for certified operations. Please fill

## COP 1701.1 Operator Records

Are you aware of record-keeping and its importance in certified organic operations?  Yes  No

If No, Please take appropriate training about records-keeping for organic crop production and produce evidence for training.

What types of records do you keep?

Indicate all that apply. You will need all records available for inspection. Some records must be documents from external sources (such as seed and input purchase receipts, suppliers' organic certificates, and soil or tissue test results).

- Operator's Land Records
- Legal status of operator related records
- Purchase records for all inputs (e.g. receipts, delivery tags, product labels)
- Input application records that show all materials applied to soil, water and crops (fertilizer and soil inputs, pest management materials and post-harvest handling), including product name/formulation and manufacturer, application date, rate or quantity, crop and location
- Seed Authenticity Records - Seed, seedling, and planting stock, inoculant or seed treatments; seed-saving/propagation records; documentation of commercial non-availability of organic seed/non-GMO status
- Farm Activity records that show crop rotation including cover crops/green manures
- Crop observation records (crop chronological observation)
- Manure use records showing interval between date of application and harvest date of crops grown for human consumption
- Compost production records (composting system, ingredients, C:N ratio, temperature, turnings)
- Testing Report records (soil or tissue tests, water tests, pest observation logs)
- Cleaning records (required if application or harvest equipment is not dedicated to organic)
- Harvest records (records show location, crop, date harvested and transported from the field)
- Post-harvest activities (washing and grading product, bagging or boxing, etc.)
- Storage records (e.g. delivery/receiving tags showing facility location, crops, quantities, post-harvest activities and pest control)
- Bio-dynamic inputs preparation records (If applicable)
- Shipping records (e.g. packing facility tags, delivery receipts, receiving documents, bills of lading)
- Sales records (e.g. invoices, purchase orders, inventory, TC)
- Others (describe):

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OSP Forms- Records &amp; Audit Trail COP 1701

ISCOP Mandated Form



## OSP Forms – SALES

## COP 1901

ISCOP requires the operator to fill in this form to help us know about your plans to sell the organic produce. Your sales plan shall reflect your requirement for Mark Licensing, Transaction Certificate and other traceability documentation. Your sales plan shall disclose your commitment to bring your produce in to Tracenet and the regulated organic produce market.

**COP 1901.1 Sales Plan**

Please indicate your options to sell

- On-Farm (Bulk)                       On-Farm (Retail)                       Off-Farm                       Combination

Under what name(s), label(s) or brand(s) do you market your products?

What kinds of labeling do you want to use? Check all that apply:

- No product labels used  
 Retail labels, such as printed boxes or bags, produce stickers, rubber bands or twist ties  
 Signage and written materials (Farmers Markets or Farm Stands, website, brochure, CSA newsletter, or other promotional materials)  
 Non-retail labeling for storage or shipping containers, such as bin or pallet tags.

(“Nonretail containers used to ship or store raw or processed agricultural product labeled as containing organic ingredients must display the production lot number of the product if applicable.” )

Describe how your records can track your organic production from source (farm, field or production location) to final sale.

Describe your lot numbering system for non-retail packaging.

If you use a label, please provide copies of all organic product labels used.  Not Applicable;

- No labeling used                       New label(s) attached for review (Labels must be approved before use.)

Do you require “Mark’ License?  Yes                       No

Please maintain a copy of sales records and inventory for Inspection.

Do you know about Transaction Certificate and its significance in your produce identity?

- Yes                       No

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