Natural Food Certifiers

D 200 V 1 - Effec 01/20/2023 LU 01/20/2023

Organic System Plan - Application Form

Please complete form if you are looking to apply for organic certification with NFC for all scopes. This form applies for all types of operations (processors, warehouses, traders etc.).

1. General									
Applicant/Company Name:						DBA:			
Legal Status:	☐ Sole Proprietorship ☐ Legal Partnership	☐ Corporation/LLC Trust/Nonprofit.						State Incorporated:	
Year Company Began		Tax ID#		Number of Employees		Company Website			
Operation Physical Address (physical address is where operation process product and/or stores all records)									
Address:		City:		State:		Zip:		Country:	
Additional Physical Location:									
Address:		City:		State:		Zip:		Country:	
Additional Physical Location:									
Address:		City:		State:		Zip:		Country:	
Operation Mailing Address:								☐ Same as Physical Location	
Address:		City:		State:		Zip:		Country:	
Contact Information									
Primary Contact Person:		Phone:		Email:					
Additional Contact Person:		Phone:		Email:					
Additional Contact Person:		Phone:		Email:					
Accounting Contact Person:		Phone:		Email:					
Consultant Information								☐ N/A. Consultant is not used	
Consultant/Contact Name		Phone:		Email					

2. Certification Status							
Do you have a copy and understand the current Standards?		Yes		No			
Which scopes are you applying for:		Crops		Handling			
Please check off the ones that describe your operation:							
Crop:							
	Farm		Greenhouse		Mushroom Grower		Other:
Handling							
	Processer for others (copacker)		Processing of own products		Distributing		Relabeling
	Private label company (no facility)		Repacking		Brokering		Other:
Is the operation currently certified:		No		Yes. Please provide certifier name:			

Natural Food Certifiers

Has your operation ever applied or been granted certification:	☐	No
	☐	Yes. Please complete the information below as applicable:

Yes	No	
☐	☐	1. Operation has had certification suspended or revoked:
☐	☐	2. Operation received a denial of certification:
☐	☐	3. Operation surrendered certification with outstanding noncompliance's
☐	☐	4. Operation withdrew certification with outstanding noncompliance's
☐	☐	5. Operation withdrew or surrendered without any outstanding noncompliance's

If you answered yes to any of the questions above, please provide supporting documentation including corrections made to all open noncompliance's.

For operation revoked or suspended operation will need to request reinstatement including submitting reinstatement fee. Please complete the NFC reinstatement form.

California Organic State Registration

Operations engaged in production of organic products in California must register with the state prior to the first sale. Visit the CDFA Organic Program webpage and contact the Dept of Health Services for more information.

Have you applied with the CDFA Organic Program?	☐	Yes. Please list the Registration Number:		☐	No N/A. Not a California Operation

3. Organic System Plan

Have you developed implemented an organic system plan as described in the NOP regulations §205.201 and NFC handbook?	☐	Yes	☐	No

Please describe the monitoring practices and procedures to be performed and maintained to verify that the plan is effectively implemented:

Please provide a statement and description highlighting who you are (to be used on the NFC website) (optional):

Natural Food Certifiers

4. Certification Agreement

The following must be signed by a legally authorized representative of any operation by all applicants for certification by Natural Food Certifiers Inc. (NFC).

By signing this document, the applicant acknowledges that it has received, has read, fully understands, and agrees to comply with all NFC requirements and directives, 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) including but not limited to the following:

1. Establishing, implementing, and updating annually an Organic System Plan that will be submitted to NFC.
2. Permitting on-site inspections with complete access to the production or handling aspects of the operation, including non-certified
3. production areas, structures, or offices by NFC. These inspections may be announced or unannounced at the discretion of NFC or as required by an accreditation authority, government entity with jurisdiction, or other governing body.
4. Authorize NFC inspectors/contractors to take pictures as required and collect information, documents or materials related to the certification of the operation.
5. I understand that Submission of an OSP does not guarantee or imply certification. Only with the approval of the Final Reviewer(s), or through the appeals process, can I be authorized to advertise and promote my operation, and to label and sell any of my products as Certified Organic by Natural Food Certifiers Inc.
6. I understand that Certification approval is contingent on responding to all conditions set by the Final Reviewer(s), including correction of any correctible non-compliance(s).
7. Maintaining all records applicable to the organic operation for not less than five (5) years beyond their creation.
8. Allowing authorized representatives of NFC, 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.
9. Understanding NFC may use subcontractors for inspecting, testing and other technical services, as necessary.
10. Submitting to NFC any applicable fees as described on the most current fee schedule.
11. Immediately notifying NFC 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.
12. Immediately notifying NFC of any change in your certified operation or portion of it that may affect its compliance with the applicable standards, regulations, or governing law.
13. Using the NFC name and seal(s) only in accordance with NFC standards and ceasing all use of NFC's name and seal upon notice by NFC. Any use of NFC's names or marks, without the express consent of NFC, is strictly prohibited and constitutes an infringement of NFC's rights. NFC 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.
14. Destroying or returning to NFC all packaging and certificate(s) upon notice from NFC.
15. Authorizing NFC to list certified parcel crops, products, services, and acreage on my certificate and in the NFC or USDA database.
16. Immediately ceasing all claims of NFC certification associated with this operation, and destroying or returning all certificates, labeling, and marketing material containing reference to NFC in the event that this operation withdraws, or its certification is suspended or revoked.

I, the owner, or legally authorized corporate representative, acknowledge the above General Requirements for NFC 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 Signature Date