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| **Operator #:** |  | **Operation Name:** |  | **Date:** |  |
|  |  |  |  |  |  |
| **A. Packaging/Bottling** |
| 1. What specific materials are used to package/store honey and honey products (glass bottles, plastic barrels, etc.)? |
| 2. Are honey containers made of a food-grade material and documented as such? [ ]  YES [ ]  NO |
| 3. Were honey containers new or used? [ ]  new [ ]  usedIf **USED**, what did they contain/for what were they used prior to organic use. |
| 4. Please describe the packaging process that is in place for honey and honey products. |
| 5. If honey and honey 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:  |
| 6. **NOP** - Please explain how label compliance under 205.307 will be maintained. Please including a summary of any SOPs that have been developed, employee training, how the operation will label the shipping containers or ensure the transport/shipping companies are informed of these requirements, what documentation will be maintained with the audit trail to show each shipment was labeled correctly (e.g. if the operation does not complete the labeling, photos of the container for each shipment):***SOPs and other documentation must be available at inspection.*** |
| 7. Are products labeled for retail sale? [ ]  YES [ ]  NOIf **YES**, please provide labels. |
| 8. Do you produce any processed honey products? [ ]  YES [ ]  NOIf **YES**, please list products. |
| 9. Are any ingredients added to the processed products? [ ]  YES [ ]  NO [ ]  Not ApplicableIf **YES**, please complete and submit an Organic Products Ingredients form for each product and describe the documentation that is maintained to verify the organic status and program of the ingredients and the monitoring practices and procedures to verify suppliers in the supply chain and organic status of agricultural products received. |
| 10. Please provide a brief description of the processing procedure. |
| **B. Storage** |
| 1. Please describe where packaged honey/honey products are stored. |
| 2. Is the storage area for honey dedicated organic? [ ]  YES [ ]  NOIf **NO**, describe how the organic storage areas are identified and how commingling is avoided. |
| 3. How long is honey stored prior to sale?  |
| **C. Sanitation** |
| 1. Please describe the sanitation measures that are taken in the extraction facility and any equipment used in the process. |
| 2. **OCIA Standards** – Is a supply of fresh, clean, hot water available to wash down the extraction facility? [ ]  YES [ ]  NO |
| 3. Do you test food contact surfaces or rinsate for cleaner/sanitizer residues? [ ]  YES [ ]  NO [ ]  Not Applicable |
| **D. Structural Pest Management** |
| 1. Describe how pests are controlled in the extraction and storage facilities. |
| 2. Are any products used on storage honey/honey products for pest control or other reasons? [ ]  YES [ ]  NO |
| 3. Is the extraction facility well sealed from bees and/or other insects? [ ]  YES [ ]  NO |
| 4. Are records kept of your pest monitoring/control activities? [ ]  YES [ ]  NO |
| 5. Where are beekeeping materials/equipment stored in the off-season? |
| 6. What, if any, products are the materials/equipment exposed to during this time? |
| **E. Transportation** | [ ]  Not Applicable |
| 1. Who is responsible for arranging transportation of organic products?[ ]  self [ ]  buyer [ ]  other (specify):  |
| 2. Describe how organic products are transported. |
| 3. What steps are taken to protect the integrity of organic products during transport.[ ]  dedicated organic only [ ]  inspecting transport units prior to loading [ ]  cleaning transport units prior to loading[ ]  use of Off-Farm Transportation Cleaning Affidavits[ ]  letter/contract with transport company stating organic requirements[ ]  other (specify):  |