

Instructions for Form #3 – Substance List

Organic operations that are certified or anticipating certification by a USDA accredited certifying agency are not required to complete this form.

1. C, F, or L

Indicate substance type:

C = Crop Substance. Indicate “C” for substances used in and around where organic products are being produced. You must list all substances applied for the previous 36 months prior to the planned harvest. List each site separately.

F = Facility Substance. Indicate “F” to document substances used in and around where organic products are being stored or handled. If more than one facility, list each facility and substance(s) used. Note: When a contracted Pest Control company is used to control pests, the organic operation is still required to keep records and know what is being used in the facility. In addition, any substances used to clean equipment must be reported.

L = Livestock Substance. Indicate “L” for substances used in and around livestock. Note: If you are a dairy operation you may need to indicate “F” to show what you are using to clean equipment.

2. Date Applied

Identify the date the material or substance was applied.

3. Site or Facility ID/Name

A name or number used to identify the site/facility listed. Use the same ID/Name used on the Site Profile (ORG 100-SP).

4. Name of Substance Applied

Indicate the generic identity/use of the material or substance that was applied. (Example: Pest Control, Fertilizer, Compost, Sanitizer, Medical Treatment etc.)

5. Source of Substance

Indicate the source of the material or substance applied. (Example: Name of the store, name of the supply company, name of the pest control company etc.)

6. Brand Name

(If applicable) Indicate the brand name of the product that was used.

7. Rate Applied

Indicate the pounds, gallons, or other units of measurement of the material or substance used per acre, site or animal/flock. (Example: 6 traps/site or 4 gallons/acre)

8. Total Amount Used

Indicate the total amount of the material or substance used. (Example: 8 lbs, 100 ml, 50 gal, 5 sacks etc)