



Organic Input Material Registration Process

APPLICANT:

1. Apply for a fertilizing materials license (if not currently licensed)
2. Complete ExtraView application or paper application (OIM-001)
3. Include one 8 ½ x 11 copy of each product label
4. Pay the registration fee - \$500 for each product label to be registered
5. Provide appropriate data (Efficacy, MSDS, Analytical, etc. ...) to support claims
6. Complete forms OIM-0002, OIM-0010, OIM-0013
7. Describe the manufacturing process of the final product
8. Describe the manufacturing process for each ingredient
9. Provide an invoice or weight ticket for each ingredient
10. Provide any alternate formulation

REGISTRATION DESK:

1. Evaluates submitted documents in order of receipt
2. Reviews submission for completeness
3. Verifies compliance with laws and regulations
4. Verifies compliance with USDA NOP standards
5. Ensures claims, data, and information are valid

All documentation and final label reviews are performed by at least two CDFA staff

If registration application is incomplete

1. Correspondence is sent to the firm via email or paper letter asking for further data and/or revisions and re-submission within 180 days. A new registration is required after 180 days.

If scientific evaluation is required, the Senior Environmental Scientist (Supervisor):

1. Reviews data in support of claims and ingredients
2. May consult with experts at the University of California
3. May request additional data or revisions

If registration application is complete, issue registration

1. Product is now approved for sale/distribution in California
2. Certificate of Registration is available via ExtraView
3. An electronic version of the CDFA OIM logo is available for display on the product label

Please note: Any changes/updates made to the registered label must be reviewed and approved before the product bearing the amended label can be sold or distributed in California. Changes to the guaranteed analysis, derivation statement, name of product, list of ingredients, or active ingredient statement require a new submission for registration. The OIM registration update form (OIM-0031) is available online at:

