Organic Stakeholder Working Group

Thursday, May 5, 2016
9:00 a.m. – 3:00 p.m.

Driscolls
345 Westridge Dr.
Room: 345 Boardroom
Watsonville, CA 95076

AGENDA

Meeting Purpose: Create mutual understanding of CDFA's current training and inspections programs and CDFA's current outreach and communication efforts and provide recommendations for improvements in each area.

Item	Time	Topic	Presenter
	8:30 a.m.	**Registration, coffee, and networking**	Refreshments by Driscolls
1.	9:00 a.m. (15 min)	**Welcome, Meeting Purpose & Introductions** **Agenda and materials review**	-Rick Jensen, CDFA -Jenny Lester-Moffitt, CDFA -Melody Meyer, COPAC -Sue Woods, Center for Collaborative Policy (CCP)
2.	9:15 (15 min)	**Legislative Update**	-Taylor Roschen, CDFA
3.	9:30 (60 min)	**CDFA's Outreach & Communication Efforts** ▪ **Presentations** ○ *COPAC's role & responsibilities, membership* ○ *CDFA's current outreach and education efforts* ▪ **Group discussions/recommendations**	-Melody Meyer, COPAC -Danny Lee, CDFA
4.	10:30 (15 min)	**Break**	Refreshments by Driscolls

Item	Time	Topic	Presenter
5.	10:45 (75 min)	**CDFA's Outreach & Communication Efforts (continued)** ▪ **Presentation**: *Overview on the visibility of spot inspections for the ACA's –what is available now* ▪ **Group discussions/recommendations**	-Scott Renteria, CDFA
6.	12:00 (45 min)	**Lunch Break**	Lunch provided by Driscolls
7.	12:45 p.m. (75 min)	**Inspections & Training** ▪ **Presentations** ○ *NOP Auditor Evaluation Tool* ○ *Inspections: How and why they are conducted* ○ *Training for counties* ○ *County evaluations/audits* ○ *County Training/Licensing Requirements* ○ *CDFA Exam* ▪ **Group discussions/recommendations**	- Lars Crail, NOP - Scott Renteria, CDFA -Danny Lee, CDFA -Tim Pelican, San Joaquin County Agricultural Commissioner -Rick Jensen, CDFA
8.	2:00 (10 min)	**Break**	Refreshments by Driscolls
9.	2:10 (25 min)	**Continue presentations/discussions on Inspections & Training**	All
10.	2:35 (15 min)	**Prioritization activity: Who should CDFA target in their outreach efforts?**	All
11.	2:50 (10 min)	**Meeting evaluation, Wrap-up and Next Steps**	Sue Woods, CCP Jenny Lester-Moffitt, CDFA Rick Jensen, CDFA
12.	3:00 p.m.	**Adjourn**	

MEETING GUIDELINES

USE COMMON CONVERSATIONAL COURTESY
Don't interrupt; use appropriate language, no third party discussions, etc.

ALL IDEAS AND POINTS OF VIEW HAVE VALUE
You may hear something you do not agree with or you think is "not practical" or "wrong." Please remember that one of the purposes of the meeting is to share ideas. All ideas have value in this setting. The goal is to achieve understanding. Simply listen, you do not have to agree, defend or advocate.

BE HONEST, FAIR, AND AS CANDID AS POSSIBLE
Help others understand you and work to understand others.

HONOR TIME
We have an ambitious agenda. In order to meet our goals it will be important to follow the time guidelines given.

SHARE THE AIRTIME
People's time is precious; treat it with respect. Allow space for **all** *to be heard.*

INVITE HUMOR AND GOOD WILL
BUT humor should never be at someone else's expense.

BE COMFORTABLE
Please feel free to help yourself to refreshments or take personal breaks. If you have other needs please let a facilitator know.

THINK INNOVATIVELY AND WELCOME NEW IDEAS:
Creative thinking and problem solving are essential to success. "Climb out of the box" and attempt to think about the situation in a new way.

CELL PHONE & COMPUTER COURTESY
Most of us have demanding responsibilities outside of the meeting room. We ask that these responsibilities be left at the door. Your attention is needed for the full meeting. Please silence your cell phones. We ask that you limit your computer usage during the meeting as well.

AVOID EDITORIALS
It will be tempting to analyze the motives of others or offer editorial comments. Please talk about YOUR ideas and thoughts.

Status Quo of State Organic Program (SOP) v. AB 1826 (Stone)

Broad Authority

SOP	AB 1826 (Stone)
Establishes the California Organic Products Act of 2003	*Amends—Renames Act: California Organic Food and Farming Act of 2016 (46000)*
CDFA & CAC enforce NOP regulation (46000)	CDFA & CAC enforce NOP regulation (46000)
Secretary may prescribe conditions under which organic products may be sold in addition to those dictated by NOP (46002)	Secretary may prescribe conditions under which organic products may be sold in addition to those dictated by NOP (46002)
Secretary, in consultation with COPAC shall adopt regulations re: prohibited materials (46003.5)	Secretary, in consultation with COPAC shall adopt regulations re: prohibited materials (46003.5)
Secretary est. minimum reimbursement for CACs (46007)	Secretary est. minimum reimbursement for CACs (46007)
CDFA, CDPH and CACs are enforcement officers (46008/46012)	CDFA, CDPH and CACs are enforcement officers (46008/46012)
Act applicable to seed, fiber, and horticultural products (46014)	Act applicable to seed, fiber, and horticultural products (46014)
	Adds (46002(c))-Clarifies the purpose of the SOP to: • *Promote coordination between federal, state, and locals for implementation of the NOP;* • *Expand, promote and protect organic products;* • *Provide TA, education, outreach and guidance to industry*
Complaint procedures (46004)	Complaint procedures (46004)
Definitions, as specified (46004.1)	*Amends 46004.1 Definitions:* • *Accredited certifying agency* • *Certified operation* • *Data* • *Exempt operation* • *Federal organic standards* • *Inspection* • *Producer* • *Prohibited substance* • *Residue testing* • *Retail food establishment* • *State Organic Program*
FAC in conjunction with HSC authority (46010)	FAC in conjunction with HSC authority (46010)

COPAC

SOP	AB 1826 (Stone)
Secretary shall establish COPAC (46003) with following membership: • 6 producers; • 2 processors • 1 wholesale distributor	*Amends (46003)—Changes membership of COPAC as follows:* • 6 producers; • 2 processors • 1 wholesale distributor

• 2 consumer representatives • 1 environmental representative • 2 technical representatives (with agricultural, chemical, toxicology or food science) • 1 retail representative	• *1 consumer representatives* • 1 environmental representative • 2 technical representatives (with agricultural, chemical, toxicology or food science) • 1 retail representative • *1 certification agency representative*
Ag Commissioners, Secretary, State Public Health officer (ex officio members) (46003)	Ag Commissioners, Secretary, State Public Health officer (ex officio members) (46003)

	Adds (46003.25)—Offers COPAC consultative role in activities related to:
	• Complaints/investigations/appeals/hearings
	• CFM inspections
	• Spot inspections
	• Prohibited substance testing
	• TA, education, outreach & guidance to industry
	• Expenditure of fees (46010.5)
	  ○ Transition to organic
	  ○ Certification assistance
	  ○ Education/outreach
	  ○ Research
	  ○ Marketing/promotion

Enforcement

SOP	AB 1826 (Stone)
DA may bring action against violator at request of CAC (46006)	DA may bring action against violator at request of CAC (46006)
Fines/penalties collected by Secretary (Ag Fund) and CAC (County) (46007)	Fines/penalties collected by Secretary (Ag Fund) and CAC (County) (46007)
All products required to be certified shall be (46014.2)	All products required to be certified shall be (46014.2)
Identify materials accepted (46015)	Identify materials accepted (46015)
Complaints to be filed with Sec., as provided by NOP (46016.1)	Complaints to be filed with Sec., as provided by NOP (46016.1)
Sec. shall establish procedures to manage complaints—3 days on product 7 days for all other (to the extent funds are available) (46016.1)	Sec. shall establish procedures to manage complaints—3 days on product 7 days for all other (to the extent funds are available) (46016.1)
CAC may initiate hearing process for violation (46014.2)	All products required to be certified shall be (46014.2)
Appeal rights (46016.3/46016.4/46016.5)	Appeal rights (46016.3/46016.4/46016.5)
Civil penalty authority by CAC/Secretary (46017)	Civil penalty authority by CAC/Secretary (46017)
CAC may request DA take action (46018.2)	CAC may request DA take action (46018.2)
Unlawful advertising, sales, or labeling of products (46020)	Unlawful advertising, sales, or labeling of products (46020)
Unlawful fertilizing or pesticides mislabeling (46024)	Unlawful fertilizing or pesticides mislabeling (46024)
Unlawful certification (46022)	Unlawful certification (46022)
Unlawful record forgery (46023)	Unlawful record forgery (46023)

Status Quo of State Organic Program (SOP) v. AB 1826 (Stone)

Registration & Late Fees

SOP	AB 1826 (Stone)
Levied fees each calendar year re: total and expected sales (46013.1(f)) • $0-5,000=$25 • $5k-$10k=$50 • $10k-25k=$75 • $25k-50k=$100 • $50k-100k=$175 • $100k-250,000=$300 • $250k-500k=$450 • $500k-1m=$750 • $1m-2.5m=$1,000 • $2.5m-5m=$1,500 • $5m-15m=$2,000 • $15m-25m=$2,500 • $25m+=$3,000	*Amends—fee based on total gross sales (46013.1(e))and establish as cap rather than fee schedule* • $0-5,000=$25 • $5k-$10k=$50 • *$10k-50k=$75* • ~~$25k-50k=$100~~ • ~~$50k-$100k=$175~~ • ~~$100k-250,000=$300~~ • *$50k-250k=$100* • $250k-500k=$450 • $500k-1m=$750 • $1m-2.5m=$1,000 • $2.5m-5m=$1,500 • $5m-15m=$2,000 • $15m-25m=$2,500 • $25m+=$3,000
	Adds—Specifies that fee adoption and regulations are exempt from APA
Registration fee <$75 pay initial $75 and subsequently follow fee schedule	*Deleted*
Multi-ingredient product $100 + registration	*Deleted*
Handlers $100 + registration	Handlers $100 + registration
Commission brokers/merchants $100 + registration	*Deleted*
Retailer $100 + registration	*Deleted*
Certification agencies $25/client for a max of $250	*Amends—Authorize the Secretary and COPAC to establish fee not to exceed $500 (contains drafting error***)*
	Adds—Authorizes the Secretary to pursue state and federal funds for enactment (46002)
Specifies late registration fee + interest (46009/46013)	Specifies late registration fee + interest (46009/46013)
	Adds—Authorizes a certification agency to remit registration fee on behalf of their client

Registration

SOP	AB 1826 (Stone)
Require registration with CAC for all producers, handlers, processors not registered with CDPH and retailers (46013.1)	*Amends--Require registration with the Department for all producers, handlers, and processors not registered with CDPH (46013.1)* • *Removes registration requirements for retailers* • *Removes registration with CACs first*
Require registrant to provide registration copy to CAC (46013.1)	*Deleted*
To be completed on form identified by Secretary to	*Amends*--To be completed on form identified by Secretary

include (46013.1):
• Nature of business
• Commodity-specific products
• Names and registration numbers
• Physical description/location of facility
• Dimension of facility or farm;
• For exempt producers: a map of boundaries, adjacent land uses, 36 month land use history, all substances applied, rate and total amount
• Verification of registration fees
• Public Information Sheet (name of registrant, nature of business, categorical products)
  ○ Shall be made available upon request (46013.2)
• Gross sales by commodity (may require specific amount)
• Gross sales per acreage (may require specific amount)
	to include (46013.1):
	• Nature of business
	• *Categorical products*
	• ~~*Names and registration numbers*~~
	• *Address or assessor's parcel #/location*
	• ~~*Detailed description & dimension of facility farm*~~
	• ~~*For exempt producers: a map of boundaries, adjacent land uses, 36 month land use history, all substances applied, rate and total amount*~~
	• Verification of registration fees
	• ~~*Public Information Sheet (name of registrant, nature of business, categorical products)*~~
	  ○ ~~Shall be made available upon request (46013.2)~~
	• *On a request basis, CACs and CDFA will provide name, address, nature of business and certification agencies to the public*
	• ~~*Gross sales by commodity (may require specific amount)*~~
	• ~~*Gross sales per acreage (may require specific amount)*~~
	• *Total Gross Sales*

Secretary may request additional information re: online registration section (46013.1(g))	Secretary may request additional information re: online registration section (46013.1(g))
Secretary/CAC may revoke registration upon violation of NOP with right to appeal (46013.2)	Secretary/CAC may revoke registration upon violation of NOP with right to appeal (46013.2)
Registration late fee equates revocation and late penalty (46013.2)	Registration late fee equates revocation and late penalty (46013.2)
Secretary shall coordinate registration and fee collection procedures (46013.2)	Secretary shall coordinate registration and fee collection procedures (46013.2)
Registrant must notify Secretary/CAC if information changed (46013.2)	Registrant must notify Secretary/CAC if information changed (46013.2)
Secretary/COPAC may suspend registration if reg. fees are insufficient to support enforcement (46013.2(e))	Secretary/COPAC may suspend registration if reg. fees are insufficient to support enforcement (46013.2(e))
Require certification agency to register annually	Require certification agency to register annually
	Adds (46014.1)—Authorizes a certification agency to register & submit fee to SOP on behalf of their client(s)

Record Retention

SOP	AB 1826 (Stone)
All producers, handlers or retailers must retain (46028): • Quantity harvested from field & date of harvest • Suppliers of livestock, fish or fowl • Substances applied, soil, irrigation, post-	*Amends--All producers, handlers or retailers must retain records, as required by the Secretary and COPAC (46028).* • ~~*Quantity harvested from field & date of harvest*~~ • ~~*Suppliers of livestock, fish or fowl*~~ • ~~*Substances applied, soil, irrigation, post-harvest*~~

harvest procedures and quantity of substances applied (includes pesticides) • All substances fed to animals • All involves for transfer of title of certification • Pre-sale transactions	~~*procedures and quantity of substances applied (includes pesticides)*~~ • ~~*All substances fed to animals*~~ • ~~*All involves for transfer of title of certification*~~ • ~~*Pre-sale transactions*~~
Require all certification agencies to remit to the Secretary all certified clientele (46014.4)	Require all certification agencies to remit to the Secretary all certified clientele (46014.4)
Records accessible within 72 hours of Secretary/AG request or 10 days, as specified (46029)	Records accessible within 72 hours of Secretary/AG request or 10 days, as specified (46029)
	Adds (46014.1)--Certification agencies must make records accessible within 72 hours of Secretary or CAC request, including: • *Records from applicants;* • *Records created by cert. agency* • *Records kept per NOP*

Spot Inspection

SOP	AB 1826 (Stone)
Secretary/CAC may conduct spot inspections (46018.1)	Secretary/CAC may conduct spot inspections (46018.1)

SECTION 1.
The Legislature finds and declares both of the following:

(a) The state organic program was first established under the California Organic Products Act of 1990 and amended in the California Organic Products Act of 2003. The state organic program was developed before and during the development of federal organic standards. Today, a robust federal organic certification and enforcement program exists.

(b) The purpose of amending the existing law governing the state organic program is to reform fees and paperwork and to create a framework whereby state organic program enforcement activities are designed to supplement National Organic Program-funded enforcement in California.

SEC. 2.

Section 46000 of the Food and Agricultural Code is amended to read:

46000.
(a) This chapter ~~shall be known,~~ *and Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code shall be known* and may be cited ~~as,~~ *as* the California Organic ~~Products Act of 2003.~~ *Food and Farming Act.*

(b) The secretary and county agricultural commissioners under the supervision and direction of the secretary shall enforce regulations adopted by the National Organic Program (NOP) (Section 6517 of the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.)), and Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code and this act applicable to any person selling products as organic.

SEC. 3.

Section 46001 of the Food and Agricultural Code is amended to read:

46001.
This ~~act~~ *chapter* shall be interpreted in conjunction with Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code and regulations adopted by the National Organic Program (Section 6517 of the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et ~~seq.).~~ *seq.)).*

SEC. 4.

Section 46002 of the Food and Agricultural Code is amended to read:

46002.
(a) All organic food or product regulations and any amendments to those regulations adopted pursuant to the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.), that are in effect on the date this bill is enacted or that are adopted after that date, shall be the organic food and product regulations of this state.

(b) The secretary may, by regulation, prescribe conditions under which organic foods or other products not addressed by the National Organic Program may be sold in this state.

(c) The purpose of the act shall be to do all of the following:

(1) Promote coordination of federal, state, and local agencies in implementing the National Organic Program.

(2) Expand, improve, and protect the production of organic products.

(3) Provide technical assistance, education, outreach, and guidance to the organic industry.

(d) The secretary may receive and expend state and federal funds for activities authorized under this act.

SEC. 5.

Section 46003 of the Food and Agricultural Code is amended to read:

46003.
(a) The secretary shall establish an advisory committee, which shall be known as the California Organic Products Advisory Committee, for the purpose of advising the secretary with respect to his or her responsibilities under this ~~act and Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code.~~ *act.*

(b) The advisory committee shall advise the secretary on education, outreach, and technical assistance for producers.

~~(b)~~ *(c)* The advisory committee shall be comprised of 15 members. Each member may have an alternate. Six members and their alternates shall be producers, at least one of whom shall be a producer of meat, fowl, fish, dairy products, or eggs. Two members and their alternates shall be processors, one member and his or her alternate shall be wholesale distributors, ~~two members and their alternates shall be~~ *one member and his or her alternate shall be representatives of an accredited certifying agency operating in the state, one member and his or her alternate shall be* consumer representatives, one member and his or her alternate shall be environmental representatives, two members and their alternates shall be technical representatives with scientific credentials related to agricultural chemicals, toxicology, or food science, and one member and his or her alternate shall be retail representatives. Except for the consumer, environmental, and technical representatives, the members of the advisory committee and their alternates shall have derived a substantial portion of their business income, wages, or salary as a result of services they provide ~~which~~ *that* directly result in the production, handling, processing, or retailing of products sold as organic for at least three years preceding their appointment to the advisory committee. The consumer and environmental representatives and their alternates shall not have a financial interest in the direct sales or marketing of the organic product industry and shall be members or employees of representatives of recognized nonprofit organizations whose principal purpose is the protection of consumer health or protection of the environment. The technical representatives and their alternates shall not have a financial interest in the production, handling, processing, or marketing of the organic products industry. The technical representatives may be involved in organic research or technical review providing they have no financial benefit from results of the research project or technical review.

~~(c)~~ *(d)* An alternate member shall serve at an advisory committee meeting only in the absence of, and shall have the same powers and duties as, the category whom he or she is representing as alternate, except for duties and powers as an officer of the committee. The number of alternates present who are not serving in the capacity of a member shall not be considered in determining a quorum.

~~(d)~~ *(e)* An alternate member may serve at an advisory committee subcommittee meeting only in the absence of, and shall have the same powers and duties as, the member whom he or she is designated as alternate, except for duties and powers as a subcommittee chairperson.

~~(e)~~ *(f)* The members of the advisory committee and their alternates ~~described in subdivision (b)~~ shall be reimbursed for the reasonable expenses actually incurred in the performance of their duties, as determined by the advisory committee and approved by the secretary.

~~(f)~~ *(g)* The secretary or his or her representative, the State Public Health Officer or his or her representative, and a county agricultural commissioner may serve as ex officio members of the advisory committee.

SEC. 6.

Section 46003.2 is added to the Food and Agricultural Code, to read:

46003.2.

(a) To the extent that funds are available, the secretary, in consultation with the California Organic Products Advisory Committee, may establish procedures for and conduct all of the following activities:

(1) Receive and investigate complaints filed by any person concerning suspected acts of noncompliance with this act or federal organic standards.

(2) Conduct periodic spot inspections.

(3) Conduct periodic prohibited substance testing on products labeled as organic.

(4) Conduct farmers' market inspections.

(5) Expand, improve, and protect the production of organic products.

(6) Assist operations in achieving organic certification, including transition to organic.

(7) Provide technical assistance, education, outreach, and guidance to the organic industry.

(8) Reimbursement of investigation, enforcement, and market surveillance expenses, including expenses incurred by any county agricultural commissioner for actions conducted pursuant to this chapter.

(9) Conduct hearings, appeals, mediation, or settlement conferences from actions taken to enforce this chapter.

(b) Investigation, inspection, and prohibited material testing reports shall be forwarded to the secretary for any required enforcement action.

(c) The secretary shall coordinate activities authorized under this section with other county and state licensing, registration, inspection, and fee collection procedures applicable to registrants.

SEC. 7.

Section 46004.1 of the Food and Agricultural Code is amended to read:

46004.1.

Unless defined pursuant to the National Organic Program (NOP), the following words and phrases, when used in this act, shall have the following meanings:

(a) "Accredited certification agency" means an entity accredited by the United States Department of Agriculture to certify operations as compliant with the federal organic standards.

~~(a)~~ *(b)* "Act" means ~~this chapter.~~ *the California Organic Food and Farming Act.* It also means the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) and the regulations adopted pursuant to the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.).

~~(b)~~ *(c)* "Categorical products" means categories of products of like commodity such as apples, salad products, etc. and does not require variety specific information.

(d) "Certified operation" means a producer, handler, or retail food establishment that is certified organic by an accredited certification agency as authorized by the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) and implemented pursuant to the National Organic Program.

(e) "Data" means the information provided annually by persons registered under the act, including certified organic acreage and gross sales of certified organic products.

(f) "Department" means the State Department of Public Health.

(g) "Director" means the director and State Public Health Officer for the State Department of Public Health.

~~(c)~~ *(h)* "Enforcement authority" means the governmental unit with primary enforcement jurisdiction, as provided in Section 46008.

~~(d)~~ *(i)* "Exempt handler" means a handling operation that sells agricultural products as "organic" but whose gross agricultural income from organic sales totals five thousand dollars ($5,000) or less annually.

(j) "Exempt operation" means a production or handling operation that sells agricultural products but is exempt from certification under federal organic standards.

~~(e)~~ *(k)* "Exempt producer" means a production operation that sells agricultural products as "organic" but whose gross agricultural income from organic sales totals five thousand dollars ($5,000) or less annually.

(l) "Federal organic standards" means the federal regulations governing production, labeling, and marketing of organic products as authorized by the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) and implemented pursuant to the National Organic Program (7 C.F.R. Sec. 205 et seq.), and any amendments to the federal act or regulations made subsequent to the enactment of this chapter.

~~(f)~~ *(m)* "Handle" means to sell, process, or package agricultural products.

~~(g)~~ *(n)* "Handler" means any person engaged in the business of handling agricultural products, but does not include final retailers of agricultural products that do not process agricultural products.

~~(h)~~ *(o)* "Handling operation" means any operation or portion of an operation, except final retailers of agricultural products that do not process agricultural products that (1) receives or otherwise acquires agricultural products, and (2) processes, packages, or stores agricultural products.

(p) "Inspection" means the act of examining and evaluating production or handling operation to determine compliance with state and federal law.

~~(i)~~ *(q) "National Organic Program" or* "NOP" means the National Organic Program established pursuant to the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) and the regulations adopted for implementation.

~~(j)~~ *(r)* "Person" means any individual, firm, partnership, trust, corporation, limited liability company, company, estate, public or private institution, association, organization, group, city, county, city and county, political subdivision of this state, other governmental agency within the state, and any representative, agent, or agency of any of the foregoing.

~~(k)~~ *(s)* "Processing" means cooking, baking, heating, drying, mixing, grinding, churning, separating, extracting, cutting, fermenting, eviscerating, preserving, dehydrating, freezing, or otherwise manufacturing, and includes packaging, canning, jarring, or otherwise enclosing food in a container.

(t) "Producer" means a person who engages in the business of growing or producing food, fiber, feed, and other agricultural-based consumer products.

(u) "Prohibited substance" means a substance the use of which in any aspect of organic production or handling is prohibited or not provided for in state or federal law.

(v) "Residue testing" means an official or validated analytical procedure that detects, identifies, and measures the presence of chemical substances, their metabolites, or degradation products in or on raw or processed agricultural products.

(w) "Retail food establishment" means a restaurant, delicatessen, bakery, grocery store, or any retail outlet with an in-store restaurant, delicatessen, bakery, salad bar, or other eat-in or carry-out service of processed or prepared raw and ready-to-eat-food.

~~(l)~~ *(x)* "Secretary" means the Secretary of Food and Agriculture.

(y) "State Organic Program" or "SOP" means a state program that meets the requirements of Section 6506 of the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.), is approved by the Secretary of the United States Department of Agriculture, and is designed to ensure that a product that is sold or labeled as organically produced under the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) is produced and handled using organic methods.

~~(m)~~ *(z)* "USDA" means the United States Department of Agriculture.

SEC. 8.

Section 46007 of the Food and Agricultural Code is amended to read:

46007.

(a) Any penalties collected by the secretary and any fees collected by a county agricultural commissioner pursuant to this chapter shall be deposited in the Department of Food and Agriculture Fund and, upon appropriation by the Legislature, shall be expended solely to fulfill the responsibilities ~~of the secretary and county agricultural commissioner acting under the direction and supervision of the secretary, as specified in this act.~~ *authorized under this chapter.*

(b) Any fees and penalties collected by a county agricultural commissioner pursuant to Section 46017 and any other penalties collected by a county agricultural commissioner pursuant to this chapter shall be paid directly to the county agricultural commissioner and expended to fulfill the responsibilities of the county agricultural commissioner, as specified in this chapter.

(c) The secretary shall establish a specific minimum amount to be reimbursed to each county agricultural commissioner per registrant in that county. This reimbursement shall not limit the amount of the reimbursement otherwise made to county commissioners for their enforcement activities.

SEC. 9.

Section 46010.5 of the Food and Agricultural Code is amended to read:

46010.5.

(a) No fee established and collected pursuant to this chapter shall exceed the ~~department's~~ *secretary's* costs or the county agricultural commissioner's costs, as the case may be, of regulating and enforcing the provisions of this chapter related to the function for which the fee is established.

(b) The fees established and collected pursuant to this chapter may be expended, under the advisement of the California Organic Products Advisory Committee, for activities authorized under this chapter, including assisting operations in achieving

certification, conducting education and outreach, entering research and development partnerships, and addressing production or marketing obstacles to the growth of the organic sector.

SEC. 10.

Section 46012 of the Food and Agricultural Code is amended to read:

46012.

Article 14 (commencing with Section 43031) of Chapter 2 applies to any food product that is represented as organically produced by any person who is not registered as required by this chapter or any product that is not in compliance with this chapter or Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code. The ~~director,~~ *secretary,* agricultural commissioners, and the ~~State Director of Health Services~~ *director* shall be considered enforcing officers for purposes of those provisions of law under their respective jurisdiction.

SEC. 11.

Section 46013.1 of the Food and Agricultural Code is amended to read:

46013.1.

(a) Every person engaged in this state in the production or handling of raw agricultural products sold as ~~organic, and retailers that are engaged in the production of products sold as organic, and retailers that are engaged in the processing, as defined by the NOP, of products sold as organic,~~ *organic* shall register with the ~~agricultural commissioner in the county of principal operation prior to the~~ *secretary before the* first sale of the product. All processors of organic agriculturally derived products that are not required to be registered as outlined in subdivision (b) ~~must~~ *shall* register with the secretary. Each registrant ~~must~~ *shall* annually renew the registration *with the secretary* unless no longer engaged in the activities requiring the registration. ~~Each registrant shall provide a complete copy of its registration to the county agricultural commissioner in any county in which the registrant operates.~~

(b) Every person engaged in this state in the processing or handling of processed products pursuant to Section 110460 of the Health and Safety Code, and pet food pursuant to Section 18653, and cosmetics pursuant to Section 111795 of the Health and Safety Code, including processors of alcoholic beverages, fish and seafood, shall register with the State Public Health Officer.

(c) Registration pursuant to this section shall be on a form either provided by the secretary or approved by the secretary and shall be valid for a period of one calendar year from the date of validation by the secretary or county agricultural commissioner of the completed registration form.

(d) The information provided on the registration form shall include all of the following:

(1) The nature of the registrant's business, including the categorical products produced, handled, or processed that are sold as ~~organic and the names and registration numbers of those persons for whom they sell product as applicable.~~ *organic. For the purposes of registration, organic products shall be categorized as follows:*

(A) Citrus.

(B) Fruit and vegetable row crops.

(C) Livestock and dairy.

(D) Stone fruit.

(E) Tree fruit.

(F) Tree nuts.

(G) Other, which includes, but is not limited to, organic fallow ground, herbs and mushrooms, cut flowers, nursery, and apiaries.

(2) ~~(A)~~ *The* ~~For producers, a detailed physical description~~ *address or assessor's parcel number* of the precise location ~~and dimensions of the facility or farm~~ *or locations* where the products are ~~produced.~~ *produced, processed, or handled.*

~~(B) For exempt producers, in addition to the physical description specified in subparagraph (A), a map describing the boundaries and dimensions of the production area and all adjacent land uses, assigning field numbers to distinct fields or management units, and describing the size of each field or management unit.~~

~~(C) When the exempt producer or exempt handler has not had control of the property being registered for at least 36 months, documentation shall be provided from previous owners or managers that shows the 36-month land use history. When the exempt producer or exempt handler is not the owner, documentation shall be provided from the owner granting permission for the parcel to be registered as organic by the exempt producer or exempt handler.~~

(3) Sufficient information, under penalty of perjury, to enable the secretary ~~or county agricultural commissioner~~ to verify the amount of the registration fee to be paid in accordance with this act.

(4) The names of all certification organizations or governmental entities, if any, providing organic certification to them.

~~(5) In the case of exempt producers, for each field or management unit, a list of all substances applied to the crop, soil, growing medium, growing area, irrigation water or postharvest wash or rinse water, or seed, including the source of the substance, the brand name, if any, the rate of application, and the total amount applied in each calendar year, for at least the applicable time periods specified in this act.~~

~~(e) The registration form shall include a separate "public information sheet" or its equivalent that shall include:~~

~~(1) The name and address of the registrant.~~

~~(2) The nature of the registrant's business, including the categorical products produced, handled, or processed that are sold as organic.~~

~~(3) The names of all certification organizations or governmental entities, if any, providing certification pursuant to the NOP and this act.~~

~~(f)~~ *(e) (1)* A registration form shall be accompanied by payment of a nonrefundable registration fee by producers, handlers, and processors, which shall be based on *total* gross sales by the registrant of product sold as organic in the calendar year that precedes the date of registration or, if no sales were made in the preceding year, then based on the expected sales during the 12 calendar months following the date of ~~registration. Unless specified elsewhere the fee is based according to the following schedule:~~ *registration in accordance with the following fee schedule. The secretary, in consultation with the California Organic Products Advisory Committee, may lower the amounts specified in the following fee schedule by regulation.*

	Gross Sales			Registration Fee	
$	0–	4,999		$	25
$	5,000–	10,000		$	50
$	10,001–	~~25,000~~ *50,000*		$	75
~~$~~	~~25,001–~~	~~50,000~~		~~$~~	~~100~~
~~$~~	~~50,001–~~	~~100,000~~		~~$~~	~~175~~
$	~~100,001~~ *50,001* –	250,000		$	~~300~~ *100*
$	250,001–	500,000		$	450
$	500,001–	1,000,000		$	750
$	1,000,001–	2,500,000		$	1,000
$	2,500,001–	5,000,000		$	1,500
$	5,000,001–	15,000,000		$	2,000
$	15,000,001–	25,000,000		$	2,500

$	25,000,001–	and above	$	3,000

~~(1) Any person required to register pursuant to this section whose registration fee would be less than seventy-five dollars ($75) shall pay an initial registration fee of seventy-five dollars ($75). Thereafter, the amount of the annual fee shall be as specified above or, according to the applicable classification, as described in paragraphs (2) to (9), inclusive.~~

~~(2) Any person selling a multi-ingredient product in which less than 70 percent of the ingredients are organic shall pay a fee of one hundred dollars ($100) or one-half of the amount that would be due based on the above chart, whichever is more.~~

~~(3)~~ *(2)* Producers that sell processed product shall pay fees based on the value of raw product ~~prior to~~ *before* being processed and the value of any product sold as unprocessed.

~~(4)~~ *(3)* Any person that packs, repacks, labels, sorts, or otherwise handles any organic product that is outside the jurisdiction of the State Public Health Officer and that does not take title or manage the sale of the product, but provides only handling services for organic product, shall register and pay one hundred dollars ($100) per year.

~~(5) Commission merchants or brokers that do not take possession or title of the product but arrange for the sale of the product shall register and pay one hundred dollars ($100) per year.~~

~~(6) A retail store engaged in the handling or processing of organic products shall register and pay a fee of one hundred dollars ($100) for each store location that processes organic products onsite.~~

~~(7)~~ *(4)* Any person that provides temporary storage or transportation for organic product and does not handle the raw unpackaged product does not have to register.

~~(8) Any person that hires any other person for custom packing or labeling shall register and pay a fee based on the total sales of product custom produced for them as outlined in the chart above. In addition to the required registration information above the person must disclose on the registration form the names of all companies that pack and process for them.~~

~~(9)~~ *(5)* Any person required to register pursuant to this section that fits the description of more than one of the persons described above shall pay the greater of the multiple amounts.

~~(10)~~ *(6)* The secretary may require any producer, handler, processor, or other organic registrant to provide the exact dollar amount of gross sales of twenty-five million one dollars ($25,000,001) or more in lieu of the range specified in ~~subdivision (f).~~ *paragraph (1).*

~~(11) The secretary may require any producer, handler, processor, or other organic registrant to submit gross sales by commodity and gross sales by acreage.~~

~~(g)~~ *(f)* The secretary may adopt regulations that supersede the terms of this section to the extent reasonably necessary to provide an online system of registration for those required to register pursuant to this section.

(g) The adoption, amendment, or repeal of any fee pursuant to this section shall not be subject to the requirements of Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code. An order to adopt, amend, or repeal the regulations concerning assessment rates pursuant to this section shall be transmitted within 30 days by the secretary to the Office of Administrative Law. The Office of Administrative Law shall file the order promptly with the Secretary of State without further review pursuant to Article 6 (commencing with Section 11349) of Chapter 3.5 of Part 1 of Division 3 of Title 2 of the Government Code. The order shall do all of the following:

(1) Indicate that the regulations are being adopted, amended, or repealed pursuant to this chapter.

(2) State that the order is being transmitted for filing.

(3) Request that the Office of Administrative Law publish a notice of the filing of the order and print an appropriate reference in Title 3 of the California Code of Regulations.

SEC. 12.

Section 46013.2 of the Food and Agricultural Code is amended to read:

46013.2.

(a) To the extent feasible, the ~~secretary~~ *secretary, in consultation with the director,* shall coordinate the registration and *annual* fee collection procedures of this section with similar licensing or registration procedures applicable to registrants.

(b) The secretary or county agricultural commissioner shall deny a registration submission that is incomplete or not in compliance with this act.

(c) A registrant shall, within a reasonable time, notify the secretary of any change in the information reported on the registration form and shall pay any additional fee owed if that change results in a higher fee owed than that previously paid.

(d) (1) At the request of any person, the secretary or county agricultural commissioner shall provide the following:

(A) The name and address of the registrant.

(B) The nature of the registrant's business.

(C) The names of all certification organizations or governmental entities, if any, providing certification pursuant to the NOP and this act.

~~(d)~~ *(2)* ~~At the request of any person, the "public information sheet" described in subdivision (e) of Section 46013.1 for any registrant shall be made available for inspection and copying at the main office of the department and each county agricultural commissioner. Copies of the "public information sheet" shall also be made available by mail, upon written request.~~ The secretary or county agricultural commissioner may charge a reasonable fee for the cost of reproducing ~~a "public information sheet."~~ *this information.* Except as provided in this subdivision, a registration form is exempt from Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code.

(e) The secretary, in consultation with the California Organic Products Advisory Committee, may suspend the registration program set forth in this section if the secretary determines that income derived from registration fees is insufficient to support a registration enforcement program.

(f) A registration is considered legal and valid until revoked, suspended, or until the expiration of the registration.

(g) The registration revocation process shall be in conjunction with other provisions of this act. The secretary or county agricultural commissioner's office may initiate the revocation process for failure to comply with the NOP or this act. Any person against whom the action is being taken shall have the opportunity to appeal the action and be afforded the opportunity to be heard in an administrative appeal. This appeal shall be administered by either the state or county agricultural commissioner's office.

(h) When the registration fee is not paid within 60 days from the expiration date, the account shall be considered closed and the registration voided. A notification shall be sent to the registrant and the certifier, if applicable, notifying them the registrant is no longer able to market products as organic until the account is paid in full.

(i) Any producer, handler, processor, or certification agency subject to this chapter that does not pay the fee within 10 days of the date on which the fee is due and payable shall pay a penalty of 10 percent of the total amount determined to be due plus interest at the rate of 1.5 percent per month on the unpaid balance.

SEC. 13.

Section 46014.1 of the Food and Agricultural Code is amended to read:

46014.1.

(a) Any certification ~~organization~~ *agency* that certifies product in this state sold as organic shall register with the secretary and shall thereafter annually renew the registration, unless the organization is no longer engaged in the activities requiring the registration. Registration shall be on a form provided by the secretary, shall include a copy of accreditation by the USDA or proof of application if applicable. *The secretary, in consultation with the California Organic Products Advisory Committee, shall establish a registration fee not to exceed five hundred dollars ($500) annually for certifying agencies operating within the state.*

(b) Each certification ~~organization~~ *agency* shall pay to the secretary an annual registration fee of twenty-five dollars ($25) for each client they have certified in this state up to a maximum of two hundred fifty dollars ($250). Any registration submitted by a certification ~~organization~~ *agency* shall be made available to the public for inspection and copying. The secretary may audit the ~~organization's~~ *agency's* certification procedures and records at any time, but any records of the certification ~~organization~~ *agency* not otherwise required to be disclosed shall be kept confidential by the secretary.

(c) An accredited certifying agency may submit an annual registration fee and application on behalf of their client provided that all of the information required under Section 46013.1 is included when remitting applicable fees to the secretary.

~~(c)~~ *(d)* The secretary and the county agricultural commissioners under the supervision of the secretary shall, if requested by a sufficient number of persons to cover the costs of the program in a county as determined by the secretary, establish a certification

program. This program shall meet all of the requirements of this act. In addition, this program shall meet all of the requirements of the federal certification program, including federal accreditation. The secretary shall establish a fee schedule for participants in this program that covers all of the ~~department's~~ *secretary's* reasonable costs of the program. A county agricultural commissioner that conducts a voluntary certification program pursuant to this section shall establish a fee schedule for participants in this program that covers all of the county's reasonable costs of the program. The secretary ~~may~~ *shall* not expend funds obtained from registration fees collected under this chapter for the purposes of adopting or administering this program. The certification fee authorized by this subdivision is due and payable on January 1 or may be prorated before the 10th day of the month following the month in which the decision to grant the certification is issued. Any person who does not pay the amount that is due within the required period shall pay the enforcement authority providing the certificate a penalty of 10 percent of the total amount determined to be due, plus interest at the rate of 1.5 percent interest per month on the unpaid balance.

(e) Notwithstanding any other law, any certification agency that certifies product in this state sold as organic shall immediately make the following records available for inspection by, and shall upon request within three business days of the request provide a copy to, the secretary or county agricultural commissioner:

(1) Records obtained from applicants for certification and certified operations.

(2) Records created by the certifying agent regarding applicants for certification and certified operations.

(3) Any record required to be kept under the National Organic Program (Section 6517 of the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.) and 7 C.F.R. 205 et seq.), Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code, and this act applicable to any person selling products as organic.

(f) Records acquired pursuant to this section shall not be public records as that term is defined in Section 6252 of the Government Code and shall not be subject to Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code.

SEC. 14.

Section 46014.2 of the Food and Agricultural Code is amended to read:

46014.2.

(a) All products sold as organic in California shall be certified by ~~a federally~~ *an* accredited certifying ~~agent,~~ *agent* if they are required to be certified under the federal act.

(b) Product shall be sold as organic only in accordance with this act.

(c) A certification ~~organization~~ *agency* shall be accredited by the USDA as provided in the NOP.

SEC. 15.

Section 46014.4 of the Food and Agricultural Code is amended to read:

46014.4.

A registered certification ~~organization~~ *agency* shall submit to the secretary every January and June a list of all persons whose production or processing of product in California is certified. The list shall be publicly available within 30 days after the end of each filing period. A certifier that keeps a current list on ~~a~~ *an Internet* Web site available to the public may be deemed to meet this requirement.

SEC. 16.

Section 46014.6 of the Food and Agricultural Code is amended to read:

46014.6.

Only products that have been produced and handled in accordance with this act may be certified by a registered certification ~~organization.~~ *agency.*

SEC. 17.

Section 46016.4 of the Food and Agricultural Code is amended to read:

46016.4.

The appeal shall be submitted to the secretary in writing within 30 days of the date the action, or the letter proposing the action. The secretary's proceeding shall, insofar as practicable, comply with the provisions of the Administrative Procedure Act, Chapter

5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code, except that a ~~department~~ *Department of Food and Agriculture* hearing officer may be used.

~~SEC. 17.~~*SEC. 18.*

Section 46016.5 of the Food and Agricultural Code is amended to read:

46016.5.

As provided for in regulations adopted by the NOP, the action proposed by a NOP accredited ~~certifier~~ *certification agency* against a client may be appealed to the secretary for mediation.

~~SEC. 18.~~*SEC. 19.*

Section 46021 of the Food and Agricultural Code is amended to read:

46021.

(a) It is unlawful for any person to certify any product in violation of this act.

(b) It is unlawful for any person to certify a product or company as organic unless duly registered as a certification ~~organization~~ *agency* pursuant to this act.

(c) It is unlawful for any person to willfully make a false statement or representation, or knowingly fail to disclose a fact required to be disclosed, in registration for a certification ~~organization~~ *agency* pursuant to this act.

~~SEC. 19.~~*SEC. 20.*

Section 46028 of the Food and Agricultural Code is amended to read:

46028.

~~(a)~~ All persons who produce, handle, or retail products that are sold as organic shall keep accurate and specific records ~~of the following as applicable:~~ *as required by the secretary in consultation with the California Organic Products Advisory Committee.*

~~(1) The quantity harvested from each field or management unit, the size of the field or management unit, the field number, and the date of harvest.~~

~~(2) Unless the livestock, fowl, or fish was raised or hatched by the producer, the name and address of all suppliers of livestock, fowl, or fish and the date of the transaction.~~

~~(3) For each field or management unit, all substances applied to the crop, soil, growing medium, growing area, irrigation or post harvest wash or rinse water, or seed, the quantity of each substance applied, and the date of each application. All substances shall be identified by brand name, if any, and by source.~~

~~(4) All substances administered and fed to the animal, including all feed, medication and drugs, and all substances applied in any area in which the animal, milk, or eggs are kept, including the quantity administered or applied, and the date of each application. All substances shall be identified by brand name, if any, and by source.~~

~~(5) (A) Invoices, bills of lading or other documents that show transfer of title of certified organic products shall indicate the product is "organic" or "certified organic" and, if applicable, the California registration number of the person transferring the product.~~

~~(B) Any person selling product that is exempt or excluded from certification under NOP rules, must follow the requirements of Section 205.101 of Title 7 of the Code of Federal Regulations.~~

~~(6) All substances applied to the product or used in or around any area where product is kept including the quantity applied and the date of each application. All pesticide chemicals shall be identified by brand name, if any, and by source.~~

~~(7) Except when sold to the consumer, the name and address of all persons, to whom or from whom the product is sold, purchased or otherwise transferred, the quantity of product sold or otherwise transferred, and the date of the transaction.~~

SEC. 21.

If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

→ make COPAC work/outcomes more compelling/relevant
→ outreach to next generation
→ use online registration to inform a broader audience
→ use certifiers to advertise

2. How can attendance be improved at COPAC meetings?

→ Do we need attendees? Is content relevant? OR – make it relevant so people want to attend
→ email blasts
→ move mtgs regionally

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

– registrants / CA certified ops = Phase 1
– regular quarterly updates – consistent communication
– reach out to broader ag audience to explain CDFA role/ value = Phase 2

2. What is the message that CDFA should convey?

– research/how to improve yields = phase 3

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

Yes – very exciting new chapter for CDFA!! Lets make it happen – there's value for farmer, consumer, etc.

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

- consistent quarterly newsletter - see NOP for quality example
- take it on a road show
- do an annual summary of achievements / stream it
- Send a rep to report out at organic trade events
- tap into NOP / certifier newsletter
- OTA / org social media - trad media

2. How are partners currently using the database?

- growers use it to register & to download registration forms
- can you get ~~a~~ group umbrella rights

3. What are the opportunities for broader sharing?

- org registrants
- CA ag
- NOP
- the world.
- tap into other networks/agencies/TA
- Exit interviews

(Use reverse side as needed)

011 521 616 101 0230

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

   Not visable - become more visable

2. How can attendance be improved at COPAC meetings?

   Does it need to be?

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

   Stage 1 - Role, Due process, Cost Share enforcement to registrants
   Stage 2 - Consumers - enforcement, CA's role in organic
   Stage 3 - Education, Best Practices, Research - Registrants

2. What is the message that CDFA should convey?

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

For Certifiers - make available in format they can use to assist in enforcement as well as ongoing compliance. Auto notification would help as well.

For Public - Aggregate data of enforcement actions on website.

2. How are partners currently using the database?

Appears it is not being used

3. What are the opportunities for broader sharing?

See #1

(Use reverse side as needed)

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

   Was closed + old boys club.
   Term limits

   Both
   Boil down to action / formal recommendations
   + interaction w/ sec @ state + national level
   ▷ will drive membership + attendance

2. How can attendance be improved at COPAC meetings?

   is this important?
   competitive

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

   Resistants ▷ ▷

   Why

2. What is the message that CDFA should convey?

   Demonstrate value → Threats
   + Role slot + cost share

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

   Yes

(Discussion Questions-continued)

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

Publicize + report regularly like NOV or w/ NOP or through

Provide better information, context and details to Acts from ~~co~~ /with complaint referrals.

2. How are partners currently using the database?

Not effectively. Partially b/c of design and somewhat b/c of our own ignorance

Increase available information

Create alerts and messages that drive use + interaction

3. What are the opportunities for broader sharing?

Training + improvement.

NOP newsletter could have ~~Qtly~~ CA. SQF section.

(Use reverse side as needed)

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

   Trade groups – western growers, ota, pacher, ag alert
   Website –
   Social Media
   | Put more onus on copac members – always on agenda
   More recognition for COPAC members
   Focused outreach only for organic community

2. How can attendance be improved at COPAC meetings?

   More robust meeting – larger role for copac – make meetings matter – engage on issues.
   If it matters, they will come.
   Training & engagement / orientation – for new copac members
   Focused topic
   Move meeting around – i.e. eco farm
   | online engagement
   stream meetings

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

   (does inspection services have a public affairs officer?) – no, but should
   Farmers – multiple media – Ag Alert, field reps / meetings, NOP newsletter, NASDA
   Short & Sweet & Simple
   Handlers
   Commissioners
   exec summary – link to more
   ↳ ccof
   Flyer in the annual registration – bright, catchy, short
   Webinars / YouTube Videos
   | Shows, eco farm, small fry, ↳ presentation

2. What is the message that CDFA should convey?

   Focused – CDFA should – Educate
   Work of the program – enforcement, spot insps, post order / gmo testing
   Successes – growth
   Challenges – survey tool to find out what the needs of growers

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

   ↳ copac should consult outreach questions
   copac ambassador & critic
   Cost share
   tap uc members of advisory board
   To consumer: Tell about enforcement role of SOP & benefits to consumer

(Discussion Questions-continued)

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

Improve visibility - more details of specific actions/outcome

Complaint Process

↑ cdfa/certifier complaint model -

Eco form - presentation

2. How are partners currently using the database?

Need to integrate w/ NOP database

Certifiers

Pub

RepoA on organic processed product that Health dos

~~How~~ can CDFA do similar?

3. What are the opportunities for broader sharing?

(Use reverse side as needed)

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

   Empower COPAC to reach out and identify potential members
   Have openings and new members on every agenda

2. How can attendance be improved at COPAC meetings?

   Need to mentor new members, create "on boarding" process to orient new members to COPAC

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

   Organic farmers
   use multiple methods of outreach, including posting videos explaining efforts on YouTube

2. What is the message that CDFA should convey?

   What SOP is doing - spot inspections, GMO testing

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

   Improved communication w/ registrants about activities. Use multiple methods of outreach (newsletters - electronic and paper, presentations at meetings w/ attendance by registrants, video clips posted to web, presentations at COPAC, etc.)

2. How are partners currently using the database?

3. What are the opportunities for broader sharing?

(Use reverse side as needed)

Kelly O.

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

   CCOF networks
   Farm Bureau Networks
   NOP News

2. How can attendance be improved at COPAC meetings?

   Regional Meetings
   Identifying agenda topics ahead of time

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

   Certifiers
   Regulated community
   ↳ direct marketers
   Retailers
   Consumer facing

2. What is the message that CDFA should convey?

   SOP adds value for organic

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

   Yes - if mindful to not disparage other states and couched in fact that CA is the ~~largest org~~ leader in organic production

→

(Discussion Questions-continued)

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

communicate w/ Registrants about the rule of SOP

include enforcement updates in NOP updates.

2. How are partners currently using the database?

They are not using it

CAC's use it for CROP REPORTS, questions about inputs, info about INSPECTION

3. What are the opportunities for broader sharing?

> work w/ certifiers to improve usefulness

> share ~~adat~~ data w/ NGOs & universities in a usable format

> link to NOP Database

(Use reverse side as needed)

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Outreach & Communication

COPAC

1. What suggestions do you have for recruiting new COPAC committee members?

Make the role of COPAC more consequential.
Provide better recognition + reward of serving members.
IMPROVE CDFA WEBSITE

2. How can attendance be improved at COPAC meetings?

Move it around. More promotion by CDFA.
Elevate SOP as an outreach priority for CDFA + CACs.

CDFA's current outreach and education efforts

1. Who should CDFA target in their outreach efforts? (we will do a prioritization activity at the end of the day with the responses to this question)

Growers + Industry
Commissioners - ~~[illegible]~~ individually + association
Foodie Media

2. What is the message that CDFA should convey?

History
Importance to consumers
Why organic label means what it says in CA.

   a. Should COPAC and CDFA play a role in sending a strong consumer focused message regarding *CA Organic* and what it means?

YES

(Discussion Questions-continued)

Enforcement Activities and Data

1. What are ways that CDFA can improve the current approach and visibility of enforcement activities?

Publish testing results (aggregate)
Public hotline for complaints - advertise
Hold CACs more accountable for timely & effective responses.

2. How are partners currently using the database?

Good Question.
Is it redundant w/ NOP?

3. What are the opportunities for broader sharing?

Integration w/ NOP database??
Make it more useful to researchers & policy makers.
(e.g., acreages, volumes, etc.)

(Use reverse side as needed)

National Organic Program
Auditor Evaluation Worksheet

Evaluation Date(s)	
Evaluator	
Auditor Evaluated	
Auditor's Role	

Steps for Completing the Evaluation:

1. Complete the Auditor Evaluation Worksheet by assigning a preliminary rating for each activity evaluated and providing a written justification for the rating. The rating levels are:
   O – Outstanding
   S – Strong
   C – Competent
   N – Needs Improvement
   U – Unsatisfactory
   N/O – Not Observed

2. Determine the Overall Rating:
   Acceptable = all elements rated Outstanding, Strong, or Competent.
   Acceptable with Conditions = any activity rated Needs Improvement.
   Unacceptable = any activity rated Unsatisfactory.

3. Complete the "Statement of Auditor's Overall Rating."

4. Send the completed worksheet to the auditor, the auditor's rating official, and the National Organic Program (NOP) training officer.

NOP AUDITOR PERFORMANCE EVALUATION	O	S	C	N	U	N/O
I. Subject Knowledge						
II. Planning and Preparation						
III. Conducting Document Adequacy Review						
IV. Conducting Onsite Assessment						
V. Preparing and Distributing Audit Report						
VI. Conducting Follow-up Activities						
VII. Professionalism						

STATEMENT OF NOP AUDITOR'S OVERALL RATING (Select the appropriate statement and include the necessary information if applicable.)
☐ **Acceptable.** The employee received preliminary ratings of Outstanding, Strong, and Competent in all activities. *Evaluator is encouraged to provide comments to support rating.*
☐ **Acceptable with Conditions.** The employee received one or more preliminary ratings of Needs Improvement. *Evaluator must provide comments and indicate training or other recommended action. Identify activity number and explain below.*
☐ **Unacceptable.** The employee received one or more preliminary ratings of Unsatisfactory. *Evaluator must provide comments and indicate training or other recommended action. Identify activity number and explain below.*
Comments If individual activities were evaluated "N/O," explain why. *Indicate activity number and explain below.*

Auditor's Acknowledgment Signature*	**Evaluator Signature**
Date	**Date**

*Note: The Auditor's Acknowledgement Signature indicates knowledge and discussion of the contents of the evaluation. It does not necessarily indicate agreement with the findings. The auditor may respond in writing within five (5) working days stating why he/she disagrees with the findings. This response will become part of the auditor's evaluation record.

NOP Auditor Performance Evaluation General Criteria	O	S	C	N	U	N/O
I. Subject Knowledge						
1. Understood and applied specific NOP requirements.						
2. Understood, applied, and referenced NOP documents (guidance, instructions, policies, procedures).						
3. Performed audit activities in accordance with audit principles, policies, and procedures applicable to the specific program.						
4. Understood and was familiar with the industry being audited (jargon, common practices, equipment, and tools).						
II. Planning and Preparation						
1. Appointed the audit team leader, selected audit team, and assigned work, as applicable.						
2. Identified resources required for the audit.						
3. Determined audit feasibility and made cost-effective travel arrangements.						
4. Established initial contact and arranged for the audit with the auditee.						
5. Prepared an accurate and complete audit plan and other necessary documents.						
III. Conducting Document Adequacy Review						
1. Documents were accurately and efficiently reviewed.						
2. Documents were completed within the agreed time schedule.						
IV. Conducting Onsite Assessment						
1. Conducted a well-organized opening meeting:						
a. Introduced team.						
b. Restated purpose and scope of audit.						
c. Identified auditee representative and communication channels.						
d. Informed auditee they would be kept aware of audit progress.						
e. Confirmed that needed resources and facilities were available.						
f. Explained the conditions under which the audit would be terminated.						
g. Explained that audit findings and associated information is releasable under the Freedom of Information Act (FOIA).						
h. Explained the audit appeal process.						
2. Clearly identified audit team roles, responsibilities and timeframes, and understood and facilitated an effective and efficient audit.						

NOP Auditor Performance Evaluation General Criteria	O	S	C	N	U	N/O
3. Controlled the audit effectively, including leading the audit team in communications with the auditee, reaching audit conclusions, and preventing and resolving conflicts.						
4. Communicated (both orally and in writing) in a clear, concise and understandable manner. Vocabulary, tone, and style was adapted to the individual or group being addressed.						
5. Diplomatically, tactfully, and quickly resolved any disputes.						
6. Was observant and actively aware of physical surroundings and activities.						
7. Reviewed records and verified audit evidence.						
8. Asked open-ended questions to effectively acquire information.						
9. Followed auditee company's policies and safety procedures at all times.						
10. Collected and verified information pertaining to the audit (or coordinated the collection and verification of information).						
11. Made audit findings that were evidence-based, verifiable, and within the scope of the audit. Contributed to audit findings (team member).						
12. Decisively and accurately classified audit findings based on the severity, frequency of occurrence, and associated risks associated.						
13. Informed auditee representative of audit findings as they were noted.						
14. Conducted a well-organized closing meeting that:						
a. Presented the audit findings and conclusions in a manner so that they were understood and acknowledged by the auditee.						
b. Provided the auditee an opportunity to ask questions on any audit findings.						
c. Reiterated observations that require further NOP guidance and consideration.						
d. Explained the audit appeal process.						
e. Encouraged the auditee to provide feedback on the quality of service received from NOP.						
V. Preparing and Distributing the Audit Report						
1. Audit documentation, checklist and audit notes were accurate, complete, neat, and provided sufficient information to prepare the report.						
2. Audit report:						
a. Objectively and accurately documented the results of the audit.						
b. Was correct in spelling and grammar.						

NOP Auditor Performance Evaluation General Criteria	O	S	C	N	U	N/O
c. Was submitted within established timeframes.						
d. Was distributed to the appropriate persons.						
3. Audit documentation was properly filed, stored, or disposed of.						
VI. Conducting Follow-up Activities						
1. Reviewed and assessed corrective actions according to program requirements, and within established timeframes.						
2. Submitted audit charges and travel vouchers as appropriate.						
VII. Professionalism						
1. Acted professionally with the highest degree of ethical conduct (honesty, integrity, and impartiality)						
2. Understood and applied the importance of maintaining confidentiality and security of information learned during the audit.						

National Organic Program
Auditor-in-Training Performance Evaluation Worksheet

Evaluation ID		
Applicant Record ID		
Evaluation Date(s)		
Evaluator		
Auditor Evaluated (Evaluatee)		
Evaluation Type	☐ Desk ☐ Witness ☐ Reevaluation	Reevaluation Number ☐ 1st ☐ 2nd ☐ Other _____
Auditor's Role	☐ Team Leader ☐ Team Member	
Assessment Type	☐ USDA NOP Accreditation ☐ State Organic Program ☐ Equivalency Agreement ☐ Recognition Agreement ☐ Other, explain	
Assessment Activity	☐ Documentation Adequacy Review ☐ Pre-decisional Assessment ☐ Initial Accreditation Assessment ☐ Mid-Term Surveillance Assessment ☐ Reaccreditation Assessment ☐ Corrective Action Review ☐ Accreditation Committee Review ☐ Equivalency Assessment ☐ Recognition Assessment ☐ Equivalency Committee Review ☐ Recognition Committee Review ☐ Other, explain	

1 Steps for Completing the Evaluation:

1.1 Complete the NOP Auditor-in-Training Evaluation Worksheet using the following rating system.

1.1.1 Assign a Preliminary Rating for each activity evaluated and provide a written justification for the rating. The rating levels consistent of:

"**O**" - Outstanding
"**S**" - Strong
"**C**" - Competent
"**N**" - Needs Improvement, and
"**U**" – Unsatisfactory
"**N/O**" - Not Observed

1.1.2 Determine the Overall Rating:

Acceptable = all activities rated Outstanding, Strong, or Competent.
Acceptable with Conditions = any activity rated "Needs Improvement".
Unacceptable = any activity rated "Unsatisfactory".

1.2 Complete the "Statement of Overall Rating".

1.3 Send to the auditor, his/her supervisor, and the AIA Division Director.

Auditor-in-Training Performance Evaluation	O	S	C	N	U	N/O
I. Subject Knowledge						
II. Personal Attributes as defined in ISO 19011:2011						
III. Knowledge of and Ability to Perform Pre-Audit Activities						
IV. Ability to Conduct Document Adequacy Review						
V. Knowledge and Ability to Conduct Onsite Assessment						
VI. Preparing and Distributing the Audit Report						
VII. Ability to conducting Follow-up Activities						

Statement of Auditor-in-Training Overall Rating

Evaluator must select the appropriate statement and include the necessary information if applicable.

☐ ***Acceptable*** means that the evaluatee received preliminary ratings of Outstanding, Strong, and Competent in all activities. *Evaluator is encouraged to provide comments to support rating.*

☐ ***Acceptable with Conditions*** means that the evaluatee received one or more preliminary ratings of Needs Improvement. *Evaluator must provide comments indicate training or other action recommended. Identify activity number and explain below.*

☐ ***Unacceptable*** means that the evaluatee received one or more preliminary ratings of Unsatisfactory. *Evaluator must provide comments indicate training or other action recommended. Identify activity number and explain below.*

Comments
If individual activities were rated "N/O", explain why.
Indicate activity number and explain below.

Auditor-in-Training Acknowledgment Signature*	**Evaluator Signature**
Date	**Date**

*Note: The Auditor-in-Training Acknowledgement Signature indicates knowledge and discussion of contents. It does not necessarily indicate agreement with the findings.

NOP Auditor-in-Training Evaluation – Element Criteria	O	S	C	N	U	N/O
I. Subject Knowledge						
1. Knowledgeable of and ability to apply specific requirements of the AMS.						
2. Knowledgeable of and ability to apply applicable AMS documents (guidance, instructions, policies, procedures) to the auditee's business.						
3. Understood and was familiar with the industry being audited (jargon, common practices, equipment, and tools).						
COMMENTS:						
II. Personal Attributes as defined in ISO 19011:2011						
1. Ethical - *exhibited fair, truthful, sincere, honest, and discreet behavior, and maintained confidentiality and security of information*						
2. Open minded - *willing to consider alternative ideas or point of view*						
3. Diplomatic - *tactful in dealing with people*						
4. Observant - *actively aware of physical surroundings and activities*						
5. Perceptive - *instinctively aware of and able to understand situation*						
6. Versatile -*adjusted readily to different situations*						
7. Tenacious - *persistent, focused on achieving objectives*						
8. Decisive - *timely conclusions based on logical reasoning and analysis*						
9. Self-reliant - *acted and functioned independently while interacting effectively with others*						
10. Acting with Fortitude – *able to act responsibly and ethically, even though these actions may not always be popular and may sometimes result in disagreement or confrontation*						
11. Open to Improvement – *willing to learn from situations, and striving for better audit results*						
12. Culturally Sensitive – *observant and respectful to the culture of the auditee*						
13. Collaborative – *effectively interacting with others, including audit team members and the auditee's personnel*						
COMMENTS:						
III. Knowledge of and Ability to Perform Pre-Audit Activities						
1. Ability to appoint the audit team leader, select audit team, and assign work, as applicable.						
2. Ability to identify resources required for the audit.						
3. Ability to determine feasibility of audit and make cost effective travel arrangements.						
4. Ability to establish initial contract and arrange for the audit with the auditee.						
5. Ability to prepare an accurate and complete audit plan, and other necessary documents.						
COMMENTS:						
IV. Ability to Conduct Document Adequacy Review						
1. Ability to review documents accurately and efficiently						
2. Ability to complete review within the agreed time schedule.						
COMMENTS:						

NOP Auditor-in-Training Evaluation – Element Criteria	O	S	C	N	U	N/O
V. Knowledge and Ability to Conduct Onsite Assessment						
1. Ability to conduct an opening meeting.						
a. Introduce audit team.						
b. Restate purpose and scope of audit.						
c. Identify auditee representative and communication channels.						
d. Inform auditee that they will be kept aware of audit progress						
e. Confirm that needed resources and facilities are available.						
f. Explain the audit appeal process.						
2. Knowledge of and ability to clearly identify audit team roles, responsibilities and timeframes to facilitate an effective and efficient audit.						
3. Ability to effectively control the audit including the ability to lead the audit team in communications with the auditee, ability to reach audit conclusions and ability to prevent and resolve conflicts. *(only applies to Team Leader role)*						
4. Ability to communicate (both orally and in writing) in a clear, concise and understandable manner. Ability to adapt vocabulary, tone and style to the individual or group.						
5. Ability to diplomatically, tactfully and quickly resolve any disputes. *(only applies to Team Leader role)*						
6. Ability to record and verify audit evidence (*in the Team Leader role – the ability to coordinate the collection and verification of information.)*						
7. Ability to ask open-ended questions to effectively acquire information.						
8. Ability to contribute to the audit report findings *(audit findings are evidence based, verifiable, and within the scope of the audit.)*						
9. Ability to conduct a well-organized closing meeting.						
a. Ability to present the audit findings and conclusions in a manner so that they were understood and acknowledged by the auditee. *(Only applies to Team Leader role)*						
b. Ability to provide the auditee an opportunity to ask questions on audit findings.						
c. Ability to reiterate observations that require further guidance and consideration from AMS.						
d. Ability to explain the audit appeal process.						
e. Ability to encourage the auditee to provide feedback on the quality of service received from AMS.						
COMMENTS:						
VI. Preparing and Distributing the Audit Report						
1. Ability to contribute to the audit report.						
2. Ability to prepare audit documentation (checklist and audit notes, etc.) that supports the audit report.						
3. Ability to prepare an audit report that:						
a. Objectively and accurately documents the results of the audit						
b. Was free of spelling and grammatical errors						
c. Was submitted within established timeframes						
d. Was distributed to the appropriate persons						
e. Was properly filed, stored, or disposed.						
COMMENTS:						

NOP Auditor-in-Training Evaluation – Element Criteria	O	S	C	N	U	N/O
VII. Ability to conducting Follow-up Activities						
1. Ability to review and assess corrective actions according to program requirements and within established timeframes.						
2. Ability to submitted audit charges and travel vouchers, as appropriate						
COMMENTS:						

National Organic Program
Evaluating Auditor Performance

1. Purpose

This document explains the National Organic Program (NOP) policies and responsibilities for training and performance evaluations of auditors and technical experts who perform or participate in NOP audits.

2. Scope

This document applies to the performance and training evaluation process for NOP Auditors-in-Training and NOP Auditors, and Technical Experts. Subcontractors identified to perform work on behalf of the NOP shall have an equivalent system for evaluating auditors.

3. Policy

NOP uses NOP 2501-1 NOP Auditor-in-Training Evaluation Worksheet, and NOP 2501-2 NOP Auditor Evaluation Worksheet (Evaluation Worksheets) to monitor, evaluate, and record the performance and overall competence of NOP Auditors-in Training, NOP Auditors, and technical experts.

4. Responsibilities

4.1. Evaluatee's shall

a. Have a clear understanding of his/her role(s) and responsibilities and shall request clarifications when necessary.

b. Seek feedback from the evaluator during training or as soon as possible after training occurs.

c. Sign, date, and return the applicable Evaluation Worksheet to acknowledge discussion of the evaluation and return to the Evaluator within ten (10) working days of receipt. Signing the Evaluation Worksheet does not indicate agreement with the findings.

d. Take steps to improve competence or performance when identified as needing improvement or unsatisfactory.

4.2. Evaluator shall:

a. Conduct evaluations on all aspects of the accreditation process including but not limited to, onsite audits, witness audits, and desk audits.

b. Document strengths, needs for improvement, and concerns on the applicable Evaluation Worksheet to determine the overall rating of individual being evaluated.

c. Submit the completed Evaluation Worksheet to the evaluatee, his/her supervisor, and the AIA Division Director as soon as possible after performing the evaluation, within ten (10) working days.

d. Discuss the evaluation with the evaluatee, and his/her supervisor, as soon as possible after the evaluation is received. If the evaluation is conducted in person, as opposed to via desk audit, the evaluator is expected to discuss the evaluation results with the evaluatee at the conclusion of the audit activity.

e. Conduct additional evaluation tasks as determined by the NOP Accreditation and International Activities Division (AIA) Director.

4.3. (AIA) Director Responsibilities

a. Monitor the NOP AIA Auditors and Evaluators competence and/or performance during Training Evaluations, Witness Appraisals, Desk Appraisals, other communications, and through Evaluation Worksheets provided by evaluators.

b. Discuss individual and overall ratings lower than “Competent” and “Acceptable”, as applicable, with the evaluatee as soon as possible after notification of the rating. Assist in improving NOP Auditors and Evaluators competence and/or performance in areas rated as needing improvement or unsatisfactory by developing a documented improvement plan.

c. Report deficiencies or concerns regarding the evaluation of contracted auditors to their respective representatives.

d. Maintain NOP Auditor Matrix to ensure that NOP Auditors conducting assessment activities have received required training and are performing assigned activity(s) at the competent level.

5. Frequency of Evaluations

5.1. NOP Auditor-in-Training Evaluations

NOP Auditor-in-Training evaluations shall be completed by the evaluator <u>each time</u> an NOP Auditor-in-Training participates in an assessment. NOP 2501-1 NOP Auditor-in-Training Evaluation Worksheet shall be used to record the training and the competence of the NOP Auditor-in-Training.

5.2. NOP Auditor and Related Body’s Auditors Performance Evaluations

NOP Auditor and Related Body’s Auditors Performance Evaluations shall be used to verify the Auditor's competence and performance. NOP 2500-2 NOP Auditor Performance Evaluation Worksheet shall be completed by an evaluator <u>at least annually</u> (one evaluation must be concurrent with the annual NOP AIA auditor performance appraisal, as appropriate).

a. A Desk shall be performed at least annually.

b. A Witness Appraisal shall be conducted at least once every 3 years.

6. Determining Overall Rating for Evaluations

6.1. Preliminary Rating System

A five-level rating system shall be used to evaluate training and performance. The rating levels consistent of "Outstanding", "Strong", "Competent", "Needs Improvement", and "Unsatisfactory". "Not Observed" is used to identify areas that were not evaluated during the evaluation.

6.2. Definitions of Preliminary Ratings

a. Outstanding means that performance is this area is ***consistently outstanding.*** Practices are demonstrated at the ***highest*** level of performance. The evalutee continuously undertakes additional, appropriate responsibilities.

b. Strong means that the performance in this area is ***frequently*** high. Some practices are demonstrated at a high level while others are at a consistently adequate acceptable level. The evaluatee sometimes seeks to expand the scope of personal and professional qualities and often undertakes additional, appropriate responsibilities.

c. Competent means that performance in this area is ***generally effective*** and practices are demonstrated at an acceptable level. The evaluatee maintains an adequate scope of personal and professional qualities and performs additional responsibilities as assigned.

d. Needs Improvement means that performance in this area ***requires improvement*** to attain a minimum level of competency. Practices are not consistently demonstrated at an acceptable level.

e. Unsatisfactory means that performance in this area is ***ineffective*** and requires extensive improvement to attain a minimum level of competency.

f. Not Observed means that performance in this area was not observed and cannot be rated.

6.3. Overall Rating

A three-level overall rating system is used to determine an evaluatee's level of participation in future audit activities. The three levels are "Acceptable", "Acceptable with Conditions", and "Unacceptable".

6.4. Definitions of Overall Ratings

a. Acceptable means that the evaluatee received preliminary ratings of Outstanding, Strong, or Competent in all activities. This rating means the evaluatee has no restrictions.

b. Acceptable with Conditions means that the evaluatee received one or more preliminary ratings of Needs Improvement. This rating means that the evaluatee cannot serve as a Team Leader, but may participate as a Team Member, at the discretion of his/her supervisor and the program manager. The evaluatee must receive additional training, instruction, or other improvement plan activities, until s/he is determined to be competent in the activity(s) rated as Needs Improvement.

c. Unacceptable means that the evaluatee received one or more preliminary ratings of Unsatisfactory. This rating means that the evaluatee cannot serve as Team Leader or a Team Member. The evaluatee must receive additional training, instruction, or other improvement plan activities, until s/he is determined to be competent in the activity(s) rated as Unsatisfactory.

7. Records

The NOP Auditor Performance Evaluation Worksheet and the NOP Auditor-in-Training Worksheet records shall be maintained by the AIA Division Director for evidence of meeting the NOP Auditor Criteria for the Specific Program and by the evaluatee's rating official as documentation of performance.

8. References

Other Laws and Regulations

ISO 19011:2011 Guidelines for auditing management systems

NOP Program Handbook: Guidance and Instructions for Accredited Certifying Agents and Certified Operations

NOP 2000 General Accreditation Policies and Procedures
NOP 2500 NOP Auditor Criteria
NOP 2501-1 NOP Auditor-in-Training Evaluation Worksheet
NOP 2501-2 NOP Auditor Evaluation Worksheet

State Organic Program
(SOP)

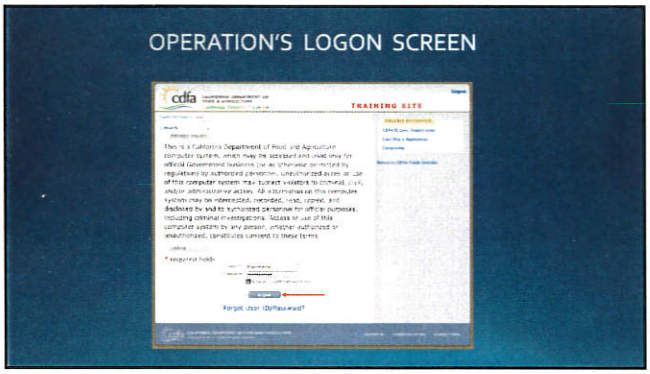
Database Access

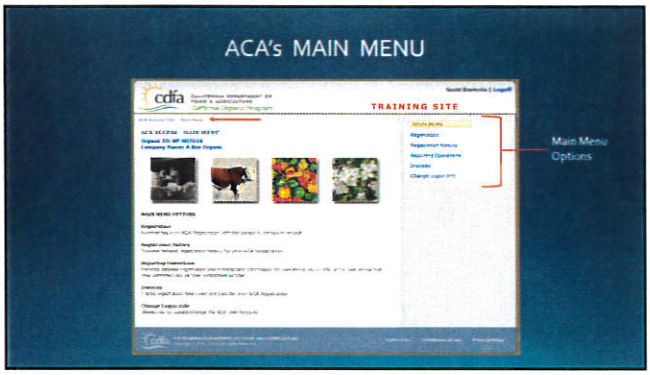
Accredited Certifying Agent's (ACAs)

ACA Access

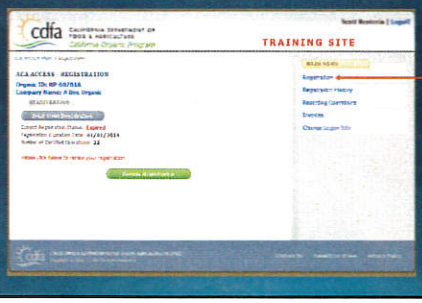
- Accredited Certifying Agencies (ACA) have an account within the SOP database
- The account is established when registered with CDFA
- Can access registration and enforcement data for all operations they certify
- As well as registration and enforcement data for operations that are anticipating certification

https://organic.cdfa.ca.gov
TRAINING SITE


OPERATION'S LOGON SCREEN
TRAINING SITE

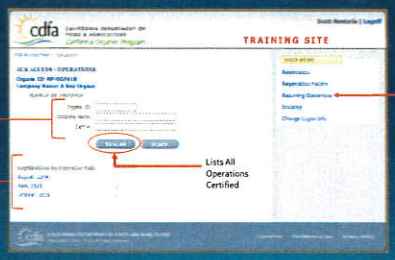

ACA's MAIN MENU
TRAINING SITE
Main Menu Options

ACA's REGISTRATION SCREEN

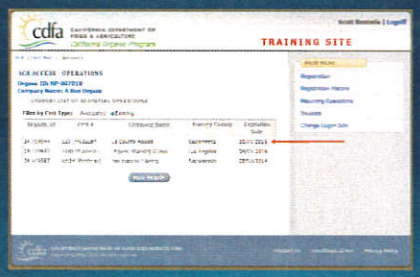


ACA REGISTRATION HISTORY

CERTIFIED OPERATIONS



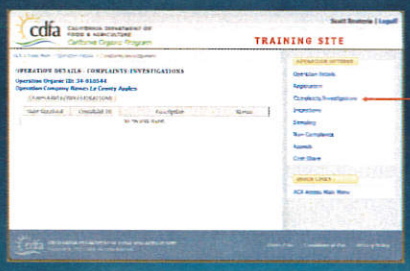
LIST OF ALL ACA's CLIENTS



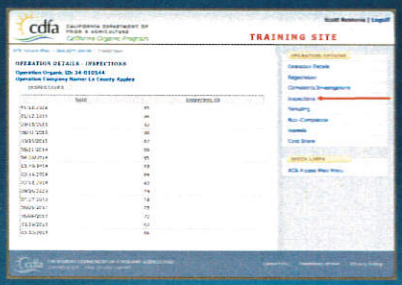
CLIENT'S COMPANY INFORMATION

CLIENT'S REGISTRATION HISTORY

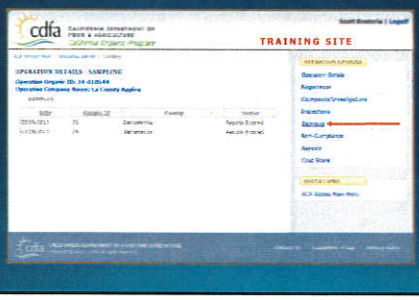
COMPLAINT DETAILS



INSPECTION DETAILS

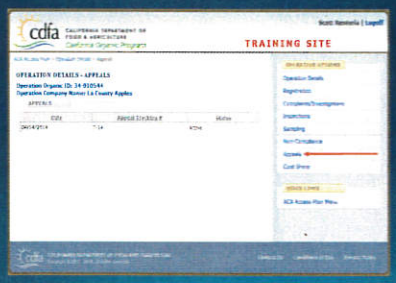


SAMPLING DETAILS

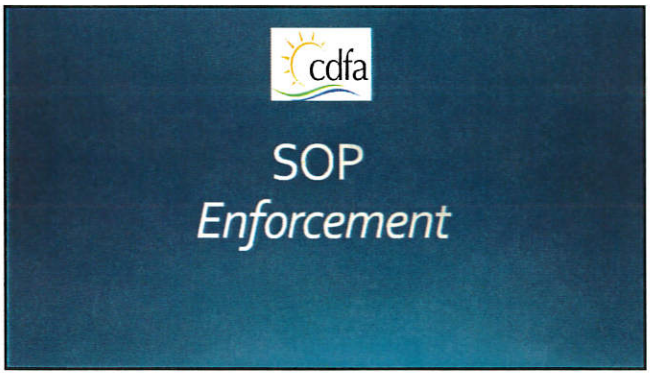


NON-COMPLIANCE DETAILS

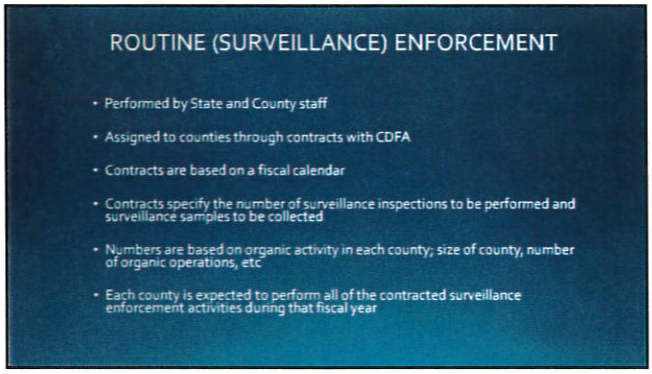
APPEALS DATA



COST SHARE DETAILS


cdfa
SOP
Enforcement

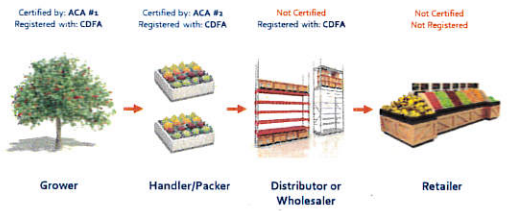
SURVEILLANCE & INVESTIGATIVE ENFORCEMENT
Surveillance
• Routine Inspections (not part of an investigation)
• Routine Sampling (not part of an investigation)
Investigative
• Inspections part of an investigation
• Sampling collected during investigations


ROUTINE (SURVEILLANCE) ENFORCEMENT
• Performed by State and County staff
• Assigned to counties through contracts with CDFA
• Contracts are based on a fiscal calendar
• Contracts specify the number of surveillance inspections to be performed and surveillance samples to be collected
• Numbers are based on organic activity in each county; size of county, number of organic operations, etc
• Each county is expected to perform all of the contracted surveillance enforcement activities during that fiscal year

ROUTINE (SURVEILLANCE) ENFORCEMENT

- Surveillance enforcement allows for the constant verification of compliance at all aspects of the supply chain
- Grower -> Handler/Packer/Processor -> Distributor -> Retailer
- Inspections and sampling can occur whenever and wherever an organic claim is made
- Regardless of registration or certification status

ROUTINE (SURVEILLANCE) ENFORCEMENT



INVESTIGATIVE INSPECTIONS & SAMPLING

- Performed by State and County staff
- Complaint based enforcement activities
- Follow-ups to surveillance enforcement findings
- Investigative activities are assigned to county staff on a case –by-case basis

INSPECTION TYPES

- **Spot Inspections:**
  - Growing Sites
  - Handling Sites
  - Processing Sites
  - Retail Stores
- **Market Inspections**
  - Certified Farmer's Markets
  - Farmer's Markets
  - Farm Stands

SPOT INSPECTIONS

- Inspectors reference an inspection checklist while conducting each inspection to maintain uniformity
- Primary focus are non-certified operations
- Certified operations are also inspected
- 2014/2015 Fiscal Year: 1,281 inspections performed

SPOT INSPECTIONS: GROWING SITES

- Performed at the point of production
- Visual inspection of grounds
- Audit of records:
  - Harvest Records
  - Records of Substances Applied
  - Pest Management Practices
  - Soil/Plant Management Practices
  - Other records to verify compliance
- All key areas identified on the Spot Inspection Checklists
- If operation is certified, the inspection is not as extensive and a review of the operation's Organic Systems Plan (OSP) is performed

SPOT INSPECTIONS: HANDLING/RETAIL

- Visual inspection of facilities
- Verifies that processes have been implemented to prevent cross-contamination or commingling
- Review of records for trace-back to verify products are organic
- Review of labeling and packaging to verify compliance to labeling requirements

MARKET INSPECTIONS

- Each organic vendor is inspected
- Verifies proof of registration
- If certified, verifies proof of certification
- If also selling non-organic products, verifies that products are properly separated and identified,
- Verifies that products were transported according to standards to prevent cross contamination or commingling
- If violations are found or product is determined to be non-compliant, can remove product from sale as organic

cdfa

SOP
County Training

COUNTY TRAINING

- CDFA provides annual training to each county that is contracted to perform enforcement or registration activity
- Hosted in 7 to 8 regional locations
- Classroom style training
- Covers the policies, procedures and responsibilities of the SOP

ADDITIONAL COUNTY TRAINING

- Online Go-to-Meeting style trainings for new county staff
- Individual county onsite training when requested
- Field training as needed
  - Shadowing of Inspections
  - Shadowing of Sample Collections

COUNTY TRAINING TOPICS

- County's Responsibilities
  - Identify regulatory authorities and responsibilities in CA as defined in code
  - Identify responsibilities as defined in CDFA's Quality Systems Manual (QSM)
- State and Federal Regulations
  - Review state and federal regulations for interpretation
  - Clarify what does and does not meet standards
- Updates on NOP Policies
  - Provide updates from the NOP
  - Provide reference materials for any changes to NOP policies

COUNTY TRAINING TOPICS

- Enforcement Procedures
  - Walk through the procedures and requirements for conducting inspections and collecting samples
  - Review spot inspection checklists for clarification
  - Provide examples of inspections and examples of violations
- Due Process Procedures
  - Identify and discuss the different types of non-compliances
  - Walk through the process of issuing notices of non-compliance and proposed actions
  - Identify the elements of each notice; content, timelines, and distribution
- Registration Procedures
  - Overview of registration requirements
  - What and who has to be registered
  - How to review and approve applications for registration

California State Organic Program
County Audit

Audit Questions	Present (Y/N)		Comments/Observations
1. Does the office have an SOP issued Quality Systems Manual; (**as of May 2014 printed controlled copies are no longer issued**)			
2. Are registration forms being used current and up to date? (printed and/or digital format).			
3. Are the spot inspection forms and checklists being used, current and up to date? (printed and/or digital format) and are available via database			
4. Are records on the number of spot inspections performed and all documents related to the spot inspections (e.g. checklists, reports of inspection) appropriately maintained in a hard file and or digital file, is the original mailed to CDFA, and is the S.I. details entered into the SOP database?			
5. Are the records for civil penalty decisions/assessments maintained and up to date, copies sent to the CDFA-SOP investigator for review prior to issuance?			
6. Are the mediation records maintained in a manner to ensure that mandated timelines are met and forwarded to the SOP in an appropriate manner? Are they maintained in a physical or digital file (SOP database) or other location?			
7. Are records, findings, and outcomes for complaint investigations maintained appropriately, up to date, and entered into the organic database?			
8. (County Contracts): Are organic enforcement staff aware of allocated enforcement activities such as, spot inspections, sampling, and investigations, etc., volume, time frames, accounting.			
9. Are protocols followed for sampling products and maintaining sample records? (required to keep copy of current sample analysis forms, current version CAC-2-rev.2/2014)			
10. Have the designated staff that perform enforcement activities, including, registration, spot inspections, sampling, and investigations attended state conducted organic training classes in the last 12 months?			
11. Are designated staff trained and familiar with the use of the Organic database, (functionality, sections, resources, search features, etc.)			

California State Organic Program
County Audit

12. Are designated staff ensuring that all attachments, (supporting evidence, photos, documents) for Registrations, Inspections, Complaints, Sampling, Investigations, being included when reporting of these activities via the database?			
13. Have you encountered any problems or issues with the use or functionality of the SOP database. Are you or other designated staff logging and reporting in a timely manner, any problems, errors, issues concerning the database?			
14. Has the assigned organic program manager for your office maintained the user login directory for your office? (who is currently assigned to manage SOP office logins)			
15. Have you or organic enforcement staff signed up for the NOP-Organic Insider news letter.			Insider link pinned below questions
16. Are approved users aware of the extensive Reference Material library of the database?			
17. Are designated enforcement personnel aware, and make use of the NOP Training modules available through the database Reference Materials link?			
18. Does this office have a records retention policy that includes guidelines for maintaining NOP and SOP records?			

http://visitor.r20.constantcontact.com/manage/optin/ea?v=001tanuLSmJHqsq1D840Z7eyw%3D%3D

Additional Comments/Observations:_____

_____

_____

_____

Date of Audit: _____ County: _____

County Employee: _____ County Signature: _____

Auditor(s) Name: _____ Auditor(s) Signature: _____

Kelly O.

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Inspections and Training

1. Does it provide value for the SOP to incorporate the NOP evaluation tool process?

NO

2. Is the current training for inspectors adequate and effective?
   i. If not, what is missing?
   ii. What improvements could be made in the trainings?

NO - online Module
- field audit
- Continuing education credits

3. Is the current exam segment on organics adequate?
   i. If not, what is missing?

Need More training for on-site inspections

4. If CDFA develops on-line training, what topics should be included?

Organic 101 for on-site inspectors

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Inspections and Training

1. Does it provide value for the SOP to incorporate the NOP evaluation tool process?

   An evaluation process could be helpful, but the NOP process is too far.

2. Is the current training for inspectors adequate and effective?
   i. If not, what is missing?
   ii. What improvements could be made in the trainings?

3. Is the current exam segment on organics adequate?
   i. If not, what is missing?

   ?

4. If CDFA develops on-line training, what topics should be included?

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Inspections and Training

1. Does it provide value for the SOP to incorporate the NOP evaluation tool process?

2. Is the current training for inspectors adequate and effective?
   i. If not, what is missing?
   ii. What improvements could be made in the trainings?

Emark – probably not
- audit field inspectors – spot
- Ride alongs

Organic inspectors association
Have them develop a custom training program

Outreach + communication w/ registrant – registrant know that this is in addition to cert. treatment. Prepare them on expectation

The sufficiency doesn't seem up to the stakes that are involved.

3. Is the current exam segment on organics adequate?
   i. If not, what is missing?

embed

look at state egg program as a model.
control mechanisms in place

4. If CDFA develops on-line training, what topics should be included?

eOrganic – organic principles
Organic literacy – USDA

DISCUSSION QUESTIONS

The facilitator will tell you how much time you have to discuss each question with your table group or in the large group. ***CDFA would also like to collect your written responses to these questions****. Please turn in to any staff person at the end of the meeting. Thank You!*

Inspections and Training

1. Does it provide value for the SOP to incorporate the NOP evaluation tool process?

- Not really
- Need formal evaluation of field staff
- See NOP 2027 Personnel Performance Eval.

2. Is the current training for inspectors adequate and effective?
   i. If not, what is missing?
   ii. What improvements could be made in the trainings?

Suggest International Organic Inspectors Assoc. (IOIA) set up custom training

3. Is the current exam segment on organics adequate?
   i. If not, what is missing?

4. If CDFA develops on-line training, what topics should be included?

CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

Organic Program Stakeholder Work Group Contact List

NAME	ORGANIZATION	EMAIL
Blake Alexandre	Alexandre EcoDairy Farms	ba@ecodairyfarms.com
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Chris Van Hook	Global Culture	cvanhook77@earthlink.net
Danny Lee	CDFA Organic Program	danny.lee@cdfa.ca.gov
Jake Lewin	California Certified Organic Farmers (CCOF)	jake@ccof.org
Jenny Lester Moffitt	CDFA, Deputy Secretary	Jenny.LesterMoffitt@cdfa.ca.gov
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Katherine Borchard	Agricultural Services Certified Organic (ASCO)	kat@ascorganic.com
Kelly Damewood	California Certified Organic Farmers (CCOF)	kdamewood@ccof.org
Laura Batcha	Organic Trade Association (OTA)	lbatcha@ota.com
Mark Lipson	Molino Creek Farm	mark.lipson137@gmail.com
Melody Meyer	United Natural Foods, Inc. (UNFI)	mmeyer@unfi.com
Miles McEvoy	USDA National Organic Program (NOP)	Miles.McEvoy@ams.usda.gov
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Tom Chapman	Clif Bar	tchapman@clifbar.com

CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

Organic Program Stakeholder Working Group, Meeting 2

Meeting Summary, by the Center for Collaborative Policy

Friday, March 18, 2016, 9:00 a.m. - 3:00 p.m.
2800 Gateway Oaks Drive Room #101
Sacramento, CA 85833

Introduction

In the second meeting of the Organic Stakeholder Working Group, collaborative efforts continued to maximize the efficiency and responsiveness of the State Organic Program (SOP) to industry needs. Objectives were to create mutual understanding and analysis of the SOP registration process and data collection; discuss opportunities for actionable improvements and possible solutions to address stakeholder concerns with current data collection and the registration process; and receive a program update from the California Department of Public Health (CDPH). The meeting also provided group members with an opportunity to meet in small groups and discuss potential modifications to data collection and the registration process. Group members were also given the opportunity to prioritize their recommendations.

Action Items & Next Steps

Task	Lead	Estimated Timing
Circulate Doodle Poll for future meetings	Mr. Danny Lee	Week of April 4

Key Meeting Outcomes

Welcome

Mr. Rick Jensen, Director, Inspection Services Division, California Department of Food and Agriculture (CDFA), welcomed work group members. Mr. Jensen reviewed the content of the next two meetings and emphasized that decisions would not be made until after the meetings are held. CDFA staff encouraged member feedback and will utilize this feedback in the final decision-making process.

Sue Woods, lead facilitator with the Center for Collaborative Policy (CCP), led introductions and reviewed the agenda, meeting purpose and materials in participant's meeting packets.

Program Update from CDPH

Patrick Kennelly, Chief, Food Safety Section, California Department of Public Health (CDPH), provided the group with an update on the registration form for Organic Processed Products.

- Annual gross sales are collected and reported in aggregate form on the annual report to the Advisory Board.
- Quantities of commodities handled are also reported via the annual report to the Advisory Board.

- There is no online licensing yet; applications are currently only available in print form. CDPH is working to develop an online system.
- Registration is valid for one year; a pre-populated renewal notice is sent out for updating.
- The Organic Commodities data is for a 12 month period and can be the last calendar or fiscal year.

Question and Answer on CDPH Update

Following the brief presentation, stakeholder questions and CDPH responses included:

Q: How does one know when to register in the first place?
A: Companies should apply when organic processing or handling begins.

Q: Is there confusion on whether to register with CDFA or CDPH?
A: CDPH regulates processing of organic products and handling of processed products, whereas CDFA regulates the production and handling of organic products, raw agricultural products and processed milk and dairy products. The two registration programs will coordinate to direct the client to the appropriate program. Information is also available on the websites.

Q: Does CDPH handle complaints related to products advertised online?
A: Roughly 50% of the work is protecting California registered companies and enforcing action on those that do not meet the California standards. CDPH regulates false advertising, mislabeling, contamination and adulteration, including those made online.

- The CDPH website does not clearly advertise the benefits of protecting California businesses, but there has been an effort to improve this.
- Not all states have an organic program; complaints in these states would be sent to the National Organic Program (NOP).
- There is also an opportunity to educate companies out of compliance. CDPH refers nearly 25-30 individuals each month to accredited certifiers and provides them with necessary information to comply with COPA and NOP. All options are provided including exclusion possibilities. Enforcement is not the first action, but will be implemented if necessary.

Q: California Certified Organic Farmers (CCOF) does all types of certifications and conducts spot inspections. Would CDPH be willing to provide inspection location data to reduce duplication and increase transparency?
A: Yes

Current Renewal Application and Registration Process

Mr. Scott Renteria, Special Investigator, CDFA Organic Program, reviewed the process for renewing online. Clarification questions were answered and members gained a better understanding of the application process.

Part 1: Online Renewals Without Changes (see presentation slides in Appendix A)

The document is pre-populated with organization information. The operation is responsible for verifying the pre-populated information. Gross Sales is the only required field to fill out for renewing operations. The system will determine registration fees.

Q: What percentage of renewals is done online?
A: 63% are online renewals.

Q: Why does the system ask registrant to identify handlers?
A: It is to identify and verify that the handler is compliant with California Standards.

Part 2: Online Renewals with Changes (see presentation slides in Appendix B)

Similar to before, the document is pre-populated with the organization's information. Once on the production site screen, the option to edit or remove operation is provided. One cannot have a location without a commodity; similarly, one cannot have a commodity without a location. Fallow commodity codes are also an option.

Q: What is the smallest increment of measure that can be entered?
A: .01 acre is the smallest

Q: For new applicants, is the process the same?
A: The process is the same, but the information would not be pre-populated.
Operations that are not certified, but are anticipating certification, are treated as though they are certified during the registration application process.

Q: When were the registration documents made available online?
A: The Online process went live March 01, 2013. The option for operations to print valid certificates of registration went live 6 months ago.

Q: Is having the information pre-populated really helpful when there are many crop rotations?
A: The operation can identify commodities as being grown at a location; there would be no change.

Part 3: SOP-Importance of Data Collection: Why the data is collected and how it is used (Appendix C)

Mr. Danny Lee, Supervising Special Investigator, CDFA Organic Program, provided examples of recent situations in which the data was used to identify organic production sites, aid in pest control, and aid in enforcement at farmer's markets by verifying the source(s) for products being sold as organic.

Small Group Discussions

Participants met in small groups to discuss and answer the following three questions, after which they returned to the larger group to share their responses.

- Which pieces of information (data) that CDFA currently collects are of highest value and of most benefit? Why and to whom?
- What are other ways that CDFA and the industry can effectively use the wealth of data collected by CDFA to provide benefits to the organic community? Please discuss what data, how it could be used, to what benefit and to whom.
- After reviewing the posted answers to questions one and two, suggest alternative ways for CDFA to obtain information, including suggestions for modifying the existing registration process.

Prioritization

After returning from 2 subgroup breakouts, Working Group members and CDFA discussed and then prioritized the potential solutions that the group provided.

Question 1: Which pieces of information (data) that CDFA currently collects are of highest value and of most benefit?

Response:	**# Of Votes:**
Crop site combo for purpose of enforcement	7
Gross Sales useful for general data collection	5
Establish a minimum threshold	4
If all data is collected in one spot, it would carry a value outside of enforcement	1
A requirement to keep records of handlers is important, but should be required up front during the registration process? This information is already captured by certifiers and would be duplicative.	1
Site and commodity info for exempt operations	0
Dollar value by crop type, less valuable because it is already accessible data during an investigation	0

Question 2: What are other ways that CDFA and the industry can effectively use the wealth of data collected by CDFA to provide benefits to the organic community?

Response:	# Of Votes:
Communicate data to the public and share enforcement data with certifiers	7
Open public access to organic data, while maintaining privacy to producers	7
Better advertise enforcement actions taken	6
All CDFA information collected should have an organic checkbox	5
(Continued on page 5)	
Value in getting market pricing (quantity, acreage, value, crops) publish and share information collected across CDFA programs	3
Crop/site combo could be of benefit to pest prevention	3
Duplication of data is unnecessary	3
Commodities and production sites used on a daily basis	2
To influence research and gain research dollars	2
Ensure information is collected so that the producer enters the information only once	2
Encourage the transition from conventional to organic	1
Use data to stimulate tourism	0
Consider groupings of commodities	0
How could the NOP use this data in the future for GMO testing	0
List of buyers and sellers of commodities	0

Question 3: Suggest alternative ways for CDFA to obtain information, including suggestions for modifying the existing registration process.

Response:	# Of Votes:
Collect site/commodity information from certifiers	5
Minimum threshold that doesn't require commodity acreage information below x	3
Uniform database for producers so other entities can pull the information	2
Eliminate the requirement for providing handler information	0

Post Prioritization Discussion

Members discussed their thoughts overall to the prioritization results, themes they noticed, the level of overlap across the questions and raised valuable points.

- It would seem relevant to send a survey to the 28 certifiers to identify a format for information sharing.
- Collect information as few times as possible and use the information as broadly as possible.
- There are operations that are not small but are diverse that may want to aggregate. If there is a tolerance at the low end, there should be a tolerance also at the top end.

Meeting Evaluation

Prior to adjourning, group members shared their thoughts on what worked well during the meeting and suggestions for future meetings. Process-related feedback included:

What worked:

- Staff presentations were very helpful.
- Question and answer time was valued.
- This collaborative process sets California apart.
- Forward thinking.

Suggestions for next time:

- Allow less time to get to the desired outcome.
- Group discussion questions should not overlap.
- Make the system more streamlined.
- More clarification on the meeting objectives.

Closing Remarks

Mr. Jensen and Ms. Jenny Lester Moffitt, Deputy Secretary, CDFA thanked the members for their valuable participation and feedback and informed them of upcoming meeting topics including, outreach and education and training opportunities.

> *(Updated note: The Organic Stakeholder Working Group will meet again May 5, 2016, in Watsonville.)*

Meeting Attendees

Attendee	**Organization**
Emily Adams	Center for Collaborative Policy
Blake Alexandre	Alexandre EcoDairy Farms
Laura Batcha	Organic Trade Association
Carmela Beck	Driscolls
Tom Chapman	Clif Bar
Kelly Damewood	California Certified Organic Farmers
Rick Jensen	California Department of Food and Agriculture
Patrick Kennelly	California Department of Public Health
Danny Lee	California Department of Food and Agriculture Organic Program
Jenny Lester Moffitt	California Department of Food and Agriculture
Jake Lewin	California Certified Organic Farmers
Melody Meyer	United Natural Foods, Inc.
Tim Pelican	San Joaquin County Agricultural Commissioner
Scott Renteria	California Department of Food and Agriculture Organic Program
Chris Van Hook	Global Culture
Sue Woods	Center for Collaborative Policy

Phone Attendees

Attendee	Organization
Noelle Cremers	California Farm Bureau Federation

Appendices: Meeting Presentations and Handouts

A. Renewal Application With Changes (pg. 8-16)
B. Renewal Application Without Changes (pg. 17-22)
C. Importance of Data Collection (pg. 23)

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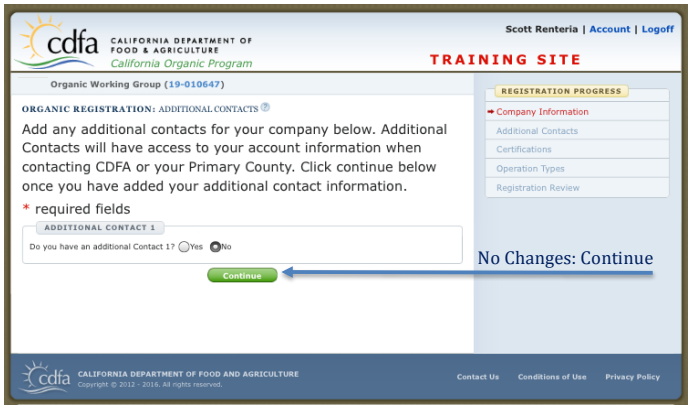
Renewal Application: With Changes

RENEWAL APPLICATION: WITH CHANGES

All fields, except gross sales, are pre-populated with data stored in database.

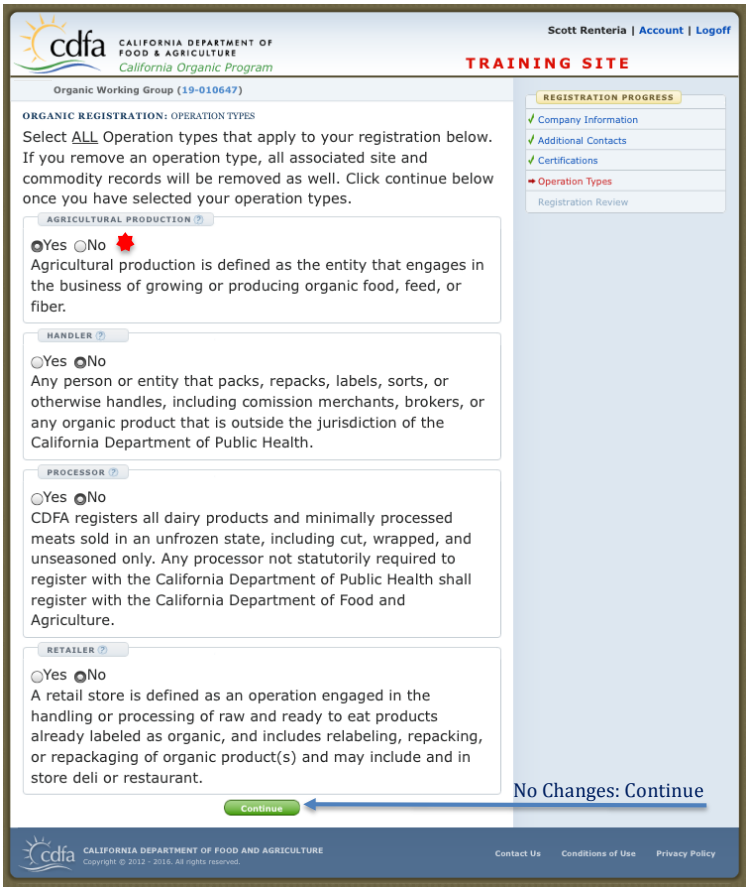
If no change; "continue".

Company Information



Certification Info

Activity Types

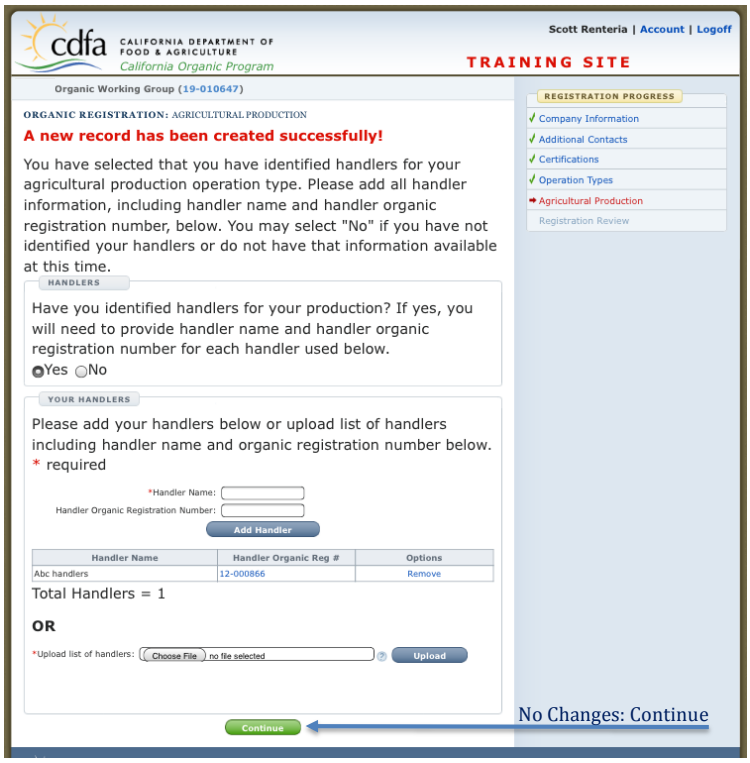


Producer Data

Continue

No Changes: Continue

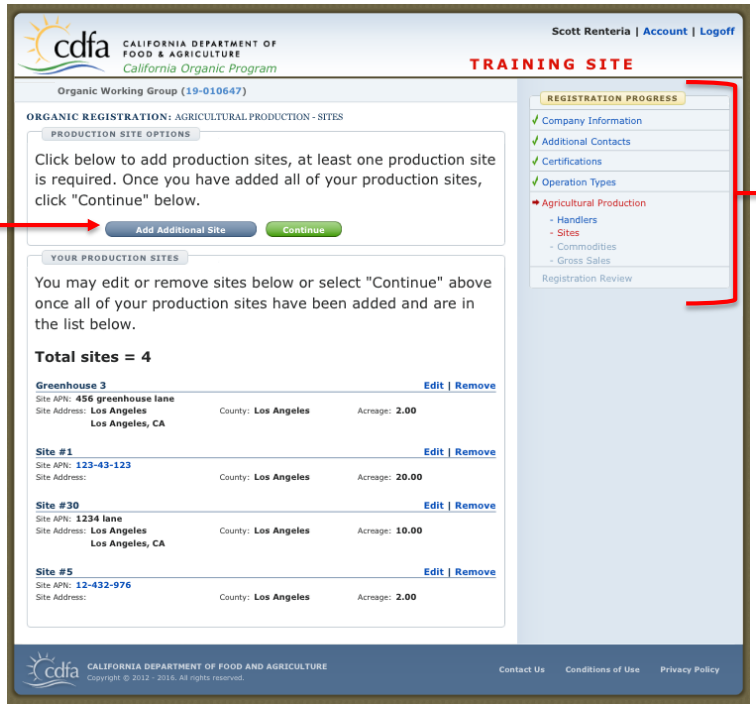
Producer Data: *Handlers*



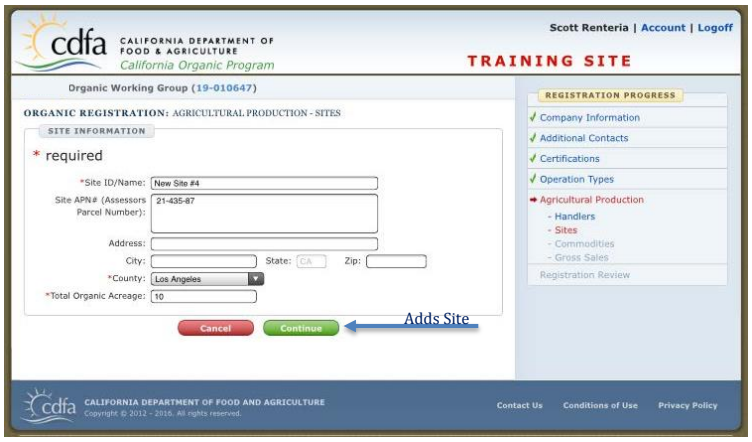
No Changes: Continue

Site Information

Adding New Site



Application Progress Tracker


cdfa
CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
California Organic Program
Scott Renteria | Account | Logoff
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - SITES
SITE INFORMATION
* required
*Site ID/Name: New Site #4
Site APN# (Assessors Parcel Number): 21-435-87
Address:
City:
State: CA
Zip:
*County: Los Angeles
*Total Organic Acreage: 10
Cancel
Continue
Adds Site
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
Agricultural Production
- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
Contact Us
Conditions of Use
Privacy Policy

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California Organic Program
Scott Renteria | Account | Logoff
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - SITES
PRODUCTION SITE OPTIONS
Click below to add production sites, at least one production site is required. Once you have added all of your production sites, click "Continue" below.
Add Additional Site
Continue
Done with changes
YOUR PRODUCTION SITES
You may edit or remove sites below or select "Continue" above once all of your production sites have been added and are in the list below.
Total sites = 5
Greenhouse 3
Edit | Remove
Site APN: 456 greenhouse lane
Site Address: Los Angeles Los Angeles, CA
County: Los Angeles
Acreage: 2.00
New Site #4
Edit | Remove
Site APN: 21-435-87
Site Address:
County: Los Angeles
Acreage: 10.00
Site #1
Edit | Remove
Site APN: 123-43-123
Site Address:
County: Los Angeles
Acreage: 20.00
Site #30
Edit | Remove
Site APN: 1234 lane
Site Address: Los Angeles Los Angeles, CA
County: Los Angeles
Acreage: 10.00
Site #5
Edit | Remove
Site APN: 12-432-976
Site Address:
County: Los Angeles
Acreage: 2.00
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
Agricultural Production
- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
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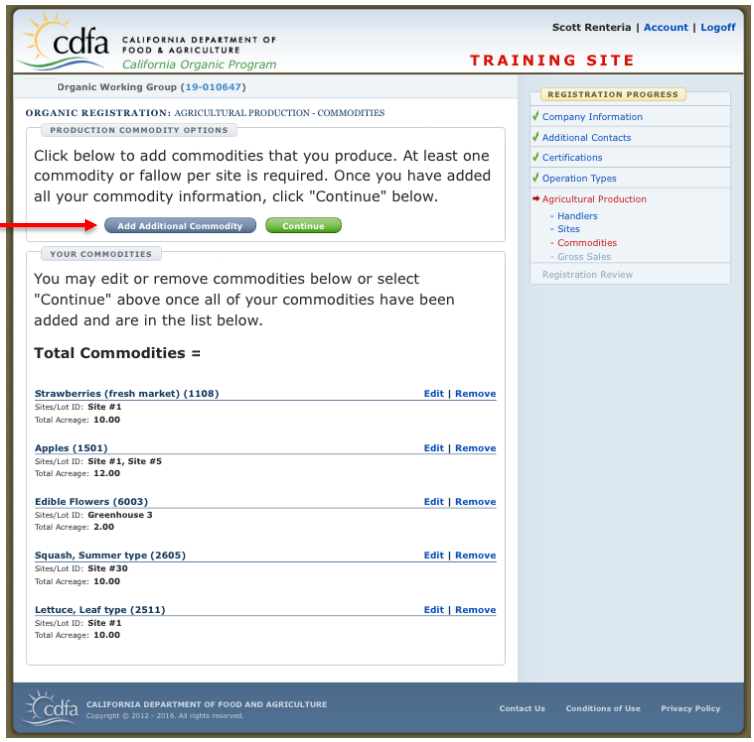
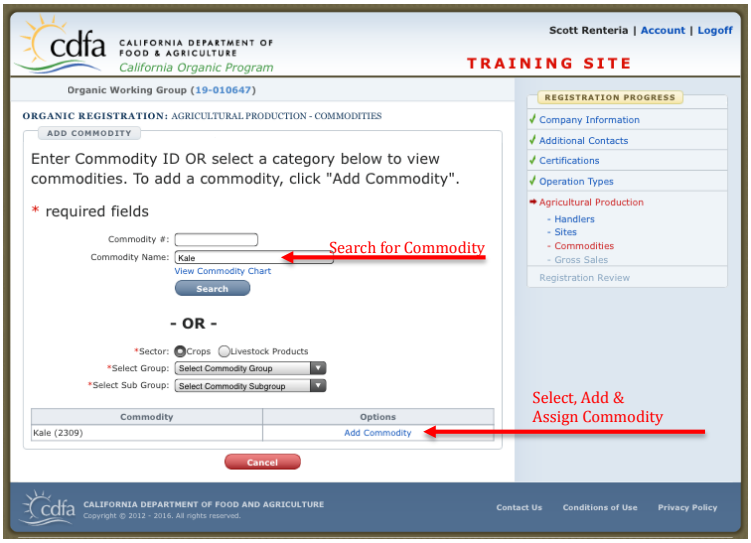
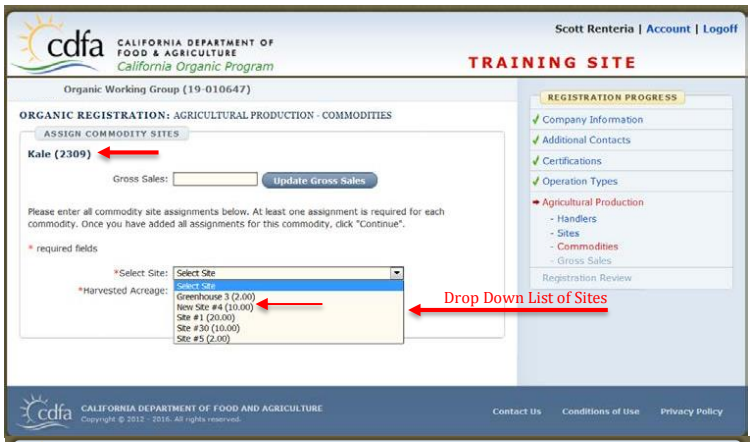
Privacy Policy

Commodity Information

Adding Commodity






Scott Renteria | Account | Logoff
CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
California Organic Program
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - COMMODITIES
ASSIGN COMMODITY SITES
Kale (2309)
Gross Sales:
Update Gross Sales
Please enter all commodity site assignments below. At least one assignment is required for each commodity. Once you have added all assignments for this commodity, click "Continue".
* required fields
*Select Site:
*Harvested Acreage:
Select Site
Greenhouse 3 (2.00)
New Site #4 (10.00)
Site #1 (20.00)
Site #30 (10.00)
Site #5 (2.00)
Drop Down List of Sites
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
Agricultural Production
- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
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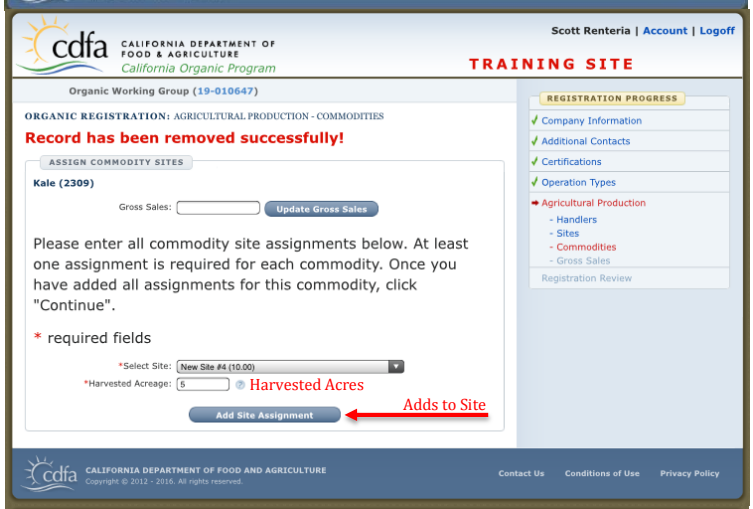
Scott Renteria | Account | Logoff
CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE
California Organic Program
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - COMMODITIES
Record has been removed successfully!
ASSIGN COMMODITY SITES
Kale (2309)
Gross Sales:
Update Gross Sales
Please enter all commodity site assignments below. At least one assignment is required for each commodity. Once you have added all assignments for this commodity, click "Continue".
* required fields
*Select Site:
New Site #4 (10.00)
*Harvested Acreage:
5
Harvested Acres
Add Site Assignment
Adds to Site
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
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California Organic Program
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - COMMODITIES
A new record has been created successfully!
ASSIGN COMMODITY SITES
Kale (2309)
Gross Sales:
Update Gross Sales
Please enter all commodity site assignments below. At least one assignment is required for each commodity. Once you have added all assignments for this commodity, click "Continue".
* required fields
*Select Site:
Select Site
*Harvested Acreage:
Assign Additional Site
COMMODITY ASSIGNMENTS
You have added 1 assignments. You may edit or remove assignments below or click "Continue" once all assignments have been made and are listed below.
Site ID/Name
Acreage
Options
New Site #4
5.00
Edit | Remove
Continue
Done with Site Assignments
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
Agricultural Production
- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
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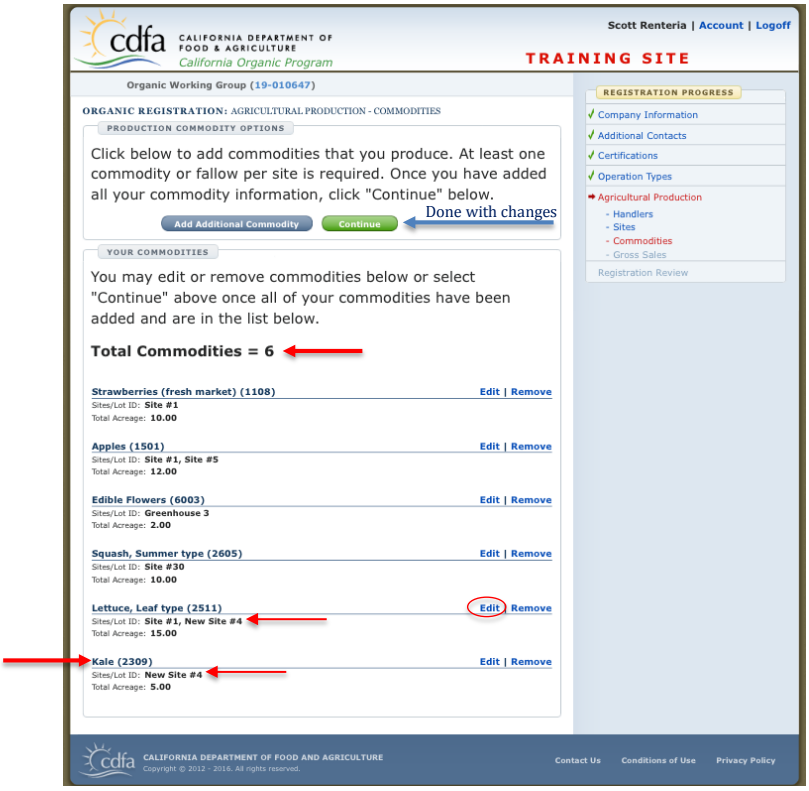
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California Organic Program
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TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - COMMODITIES
PRODUCTION COMMODITY OPTIONS
Click below to add commodities that you produce. At least one commodity or fallow per site is required. Once you have added all your commodity information, click "Continue" below.
Add Additional Commodity
Continue
Done with changes
YOUR COMMODITIES
You may edit or remove commodities below or select "Continue" above once all of your commodities have been added and are in the list below.
Total Commodities = 6
Strawberries (fresh market) (1108) Edit | Remove
Sites/Lot ID: Site #1
Total Acreage: 10.00
Apples (1501) Edit | Remove
Sites/Lot ID: Site #1, Site #5
Total Acreage: 12.00
Edible Flowers (6003) Edit | Remove
Sites/Lot ID: Greenhouse 3
Total Acreage: 2.00
Squash, Summer type (2605) Edit | Remove
Sites/Lot ID: Site #30
Total Acreage: 10.00
Lettuce, Leaf type (2511) Edit | Remove
Sites/Lot ID: Site #1, New Site #4
Total Acreage: 15.00
Kale (2309) Edit | Remove
Sites/Lot ID: New Site #4
Total Acreage: 5.00
REGISTRATION PROGRESS
Company Information
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Certifications
Operation Types
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- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
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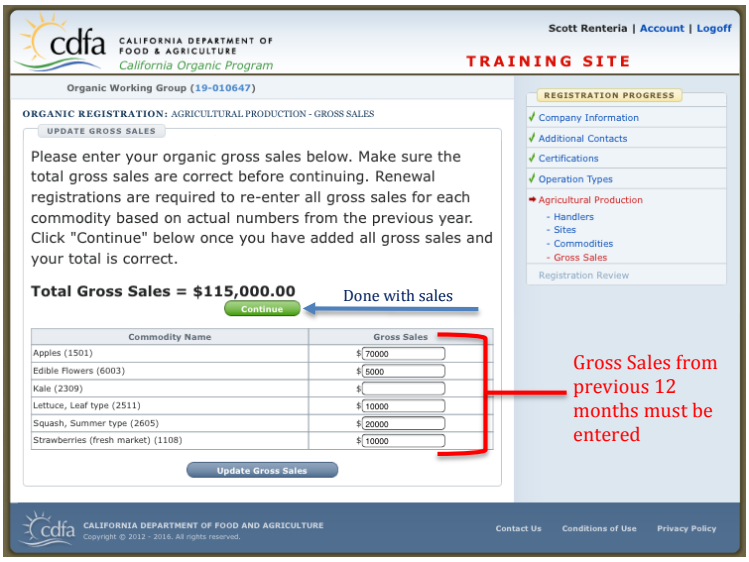
Gross Sales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California Organic Program
Scott Renteria | Account | Logoff
TRAINING SITE
Organic Working Group (19-010647)
ORGANIC REGISTRATION: AGRICULTURAL PRODUCTION - GROSS SALES
UPDATE GROSS SALES
Please enter your organic gross sales below. Make sure the total gross sales are correct before continuing. Renewal registrations are required to re-enter all gross sales for each commodity based on actual numbers from the previous year. Click "Continue" below once you have added all gross sales and your total is correct.
Total Gross Sales = $115,000.00
Continue
Done with sales
Commodity Name
Gross Sales
Apples (1501) $ 70000
Edible Flowers (6003) $ 5000
Kale (2309) $
Lettuce, Leaf type (2511) $ 10000
Squash, Summer type (2605) $ 20000
Strawberries (fresh market) (1108) $ 10000
Update Gross Sales
Gross Sales from previous 12 months must be entered
REGISTRATION PROGRESS
Company Information
Additional Contacts
Certifications
Operation Types
Agricultural Production
- Handlers
- Sites
- Commodities
- Gross Sales
Registration Review
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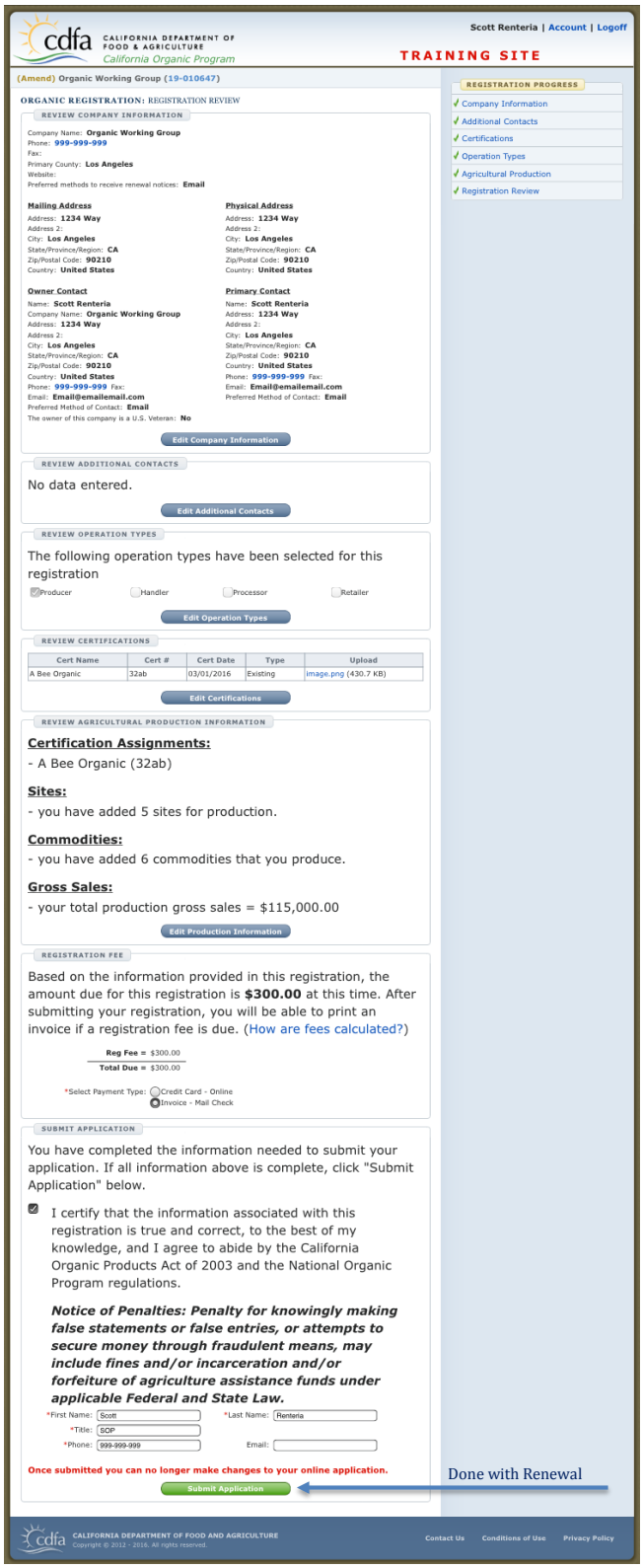
Renewal Review



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California Organic Program

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TRAINING SITE

(Amend) Organic Working Group (19-010647)

ORGANIC REGISTRATION: REGISTRATION REVIEW

REVIEW COMPANY INFORMATION

Company Name: **Organic Working Group**
Phone: **999-999-999**
Fax:
Primary County: **Los Angeles**
Website:
Preferred methods to receive renewal notices: **Email**

Mailing Address
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**

Physical Address
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**

Owner Contact
Name: **Scott Renteria**
Company Name: **Organic Working Group**
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**
Phone: **999-999-999** Fax:
Email: **Email@emailemail.com**
Preferred Method of Contact: **Email**
The owner of this company is a U.S. Veteran: **No**

Primary Contact
Name: **Scott Renteria**
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**
Phone: **999-999-999** Fax:
Email: **Email@emailemail.com**
Preferred Method of Contact: **Email**

Edit Company Information

REVIEW ADDITIONAL CONTACTS

No data entered.

Edit Additional Contacts

REVIEW OPERATION TYPES

The following operation types have been selected for this registration

☑ Producer ☐ Handler ☐ Processor ☐ Retailer

Edit Operation Types

REVIEW CERTIFICATIONS

Cert Name	Cert #	Cert Date	Type	Upload
A Bee Organic	32ab	03/01/2016	Existing	image.png (430.7 KB)

Edit Certifications

REVIEW AGRICULTURAL PRODUCTION INFORMATION

Certification Assignments:

- A Bee Organic (32ab)

Sites:

- you have added 5 sites for production.

Commodities:

- you have added 6 commodities that you produce.

Gross Sales:

- your total production gross sales = $115,000.00

Edit Production Information

REGISTRATION FEE

Based on the information provided in this registration, the amount due for this registration is **$300.00** at this time. After submitting your registration, you will be able to print an invoice if a registration fee is due. (How are fees calculated?)

Reg Fee = $300.00
Total Due = $300.00

*Select Payment Type: ○ Credit Card - Online ◉ Invoice - Mail Check

SUBMIT APPLICATION

You have completed the information needed to submit your application. If all information above is complete, click "Submit Application" below.

☑ I certify that the information associated with this registration is true and correct, to the best of my knowledge, and I agree to abide by the California Organic Products Act of 2003 and the National Organic Program regulations.

Notice of Penalties: Penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of agriculture assistance funds under applicable Federal and State Law.

*First Name: Scott *Last Name: Renteria
*Title: SOP
*Phone: 999-999-999 Email:

Once submitted you can no longer make changes to your online application.

Submit Application

REGISTRATION PROGRESS
✓ Company Information
✓ Additional Contacts
✓ Certifications
✓ Operation Types
✓ Agricultural Production
✓ Registration Review

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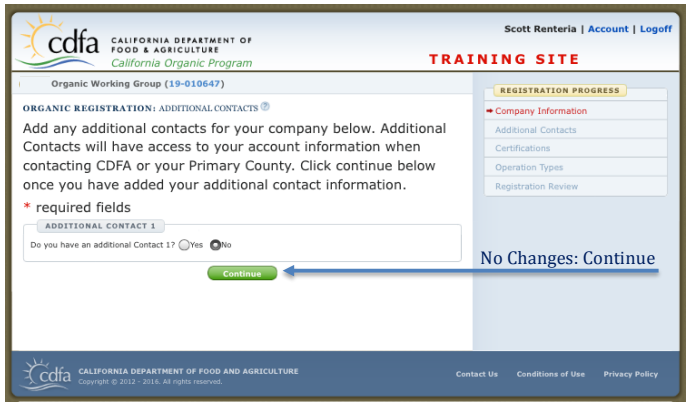
Done with Renewal

Renewal Application: Without Changes

RENEWAL APPLICATION: WITHOUT CHANGES

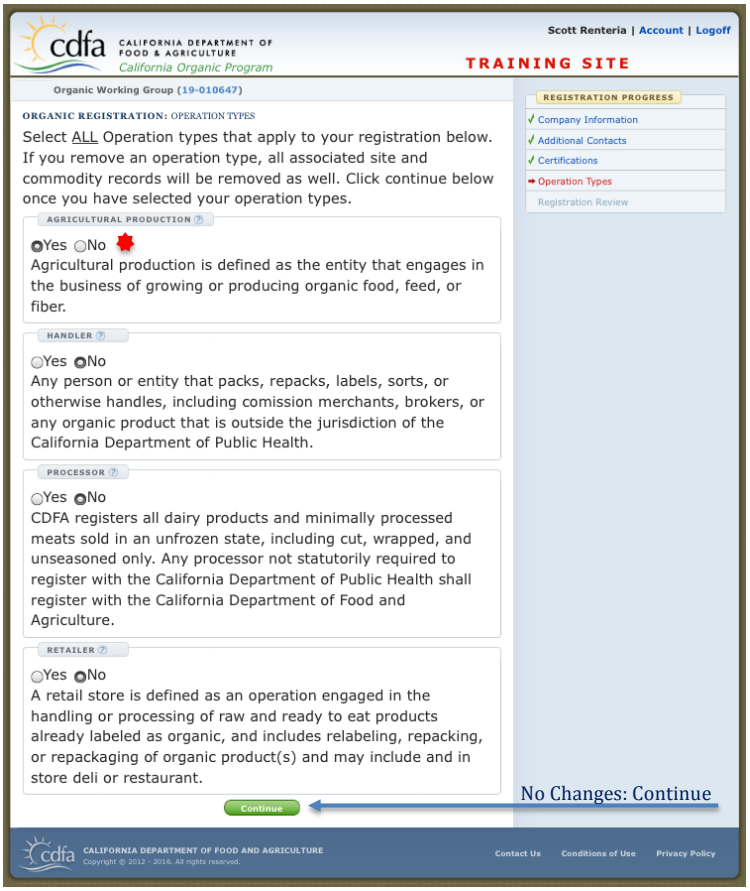
All fields, except gross sales, are pre-populated with data stored in database.
If no change; "continue".

Company Information



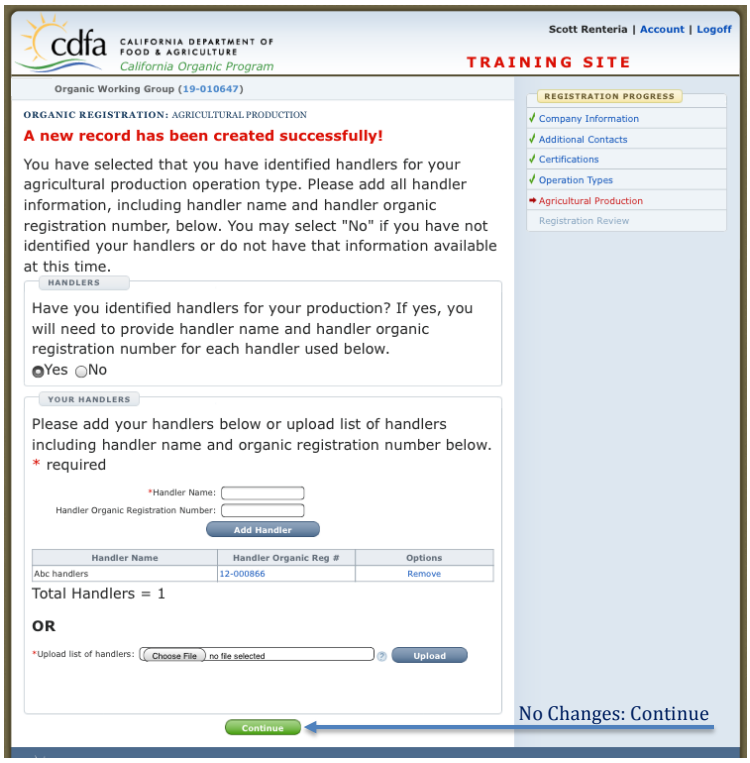
Certification Info

Activity Types



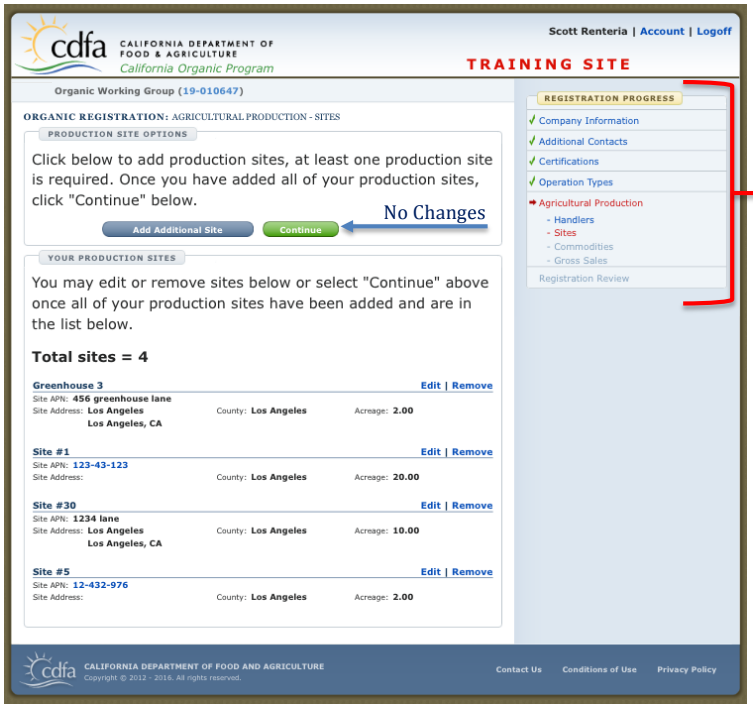
Producer Data

Producer Data: *Handlers*



No Changes: Continue

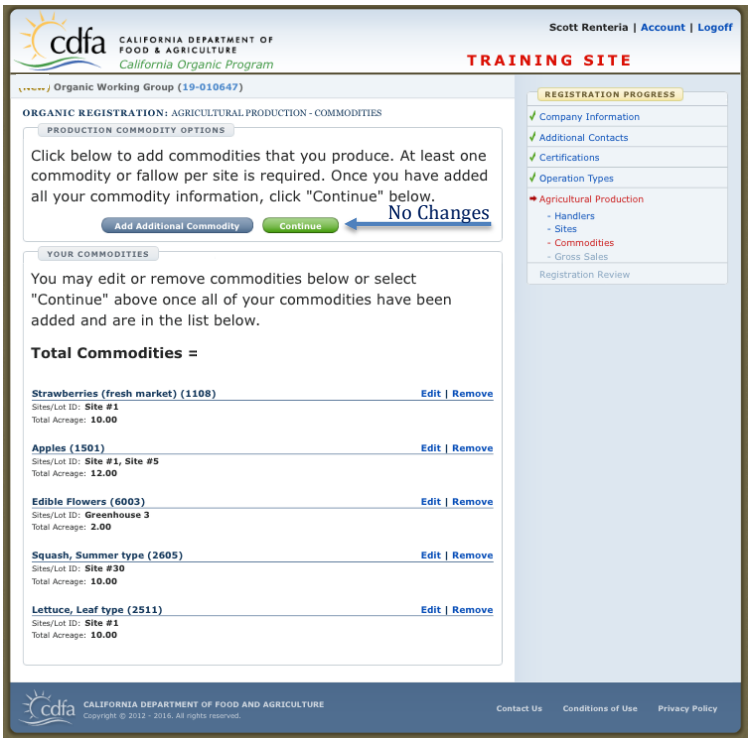
Site Information



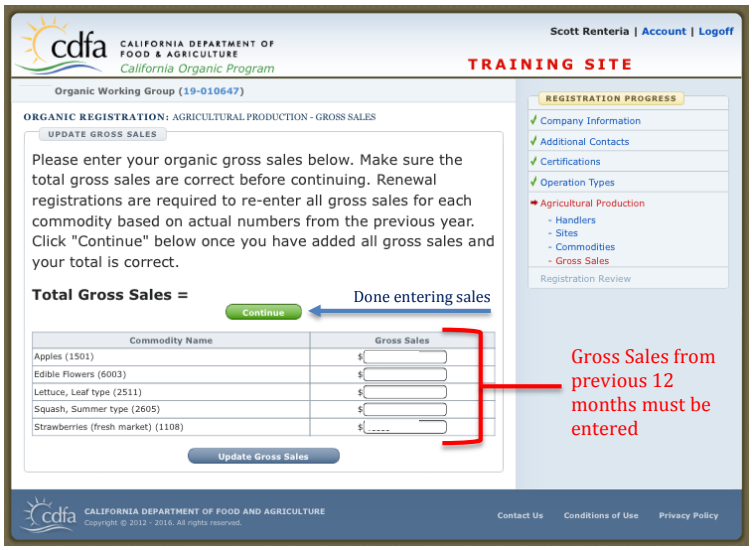
No Changes

Application Progress Tracker

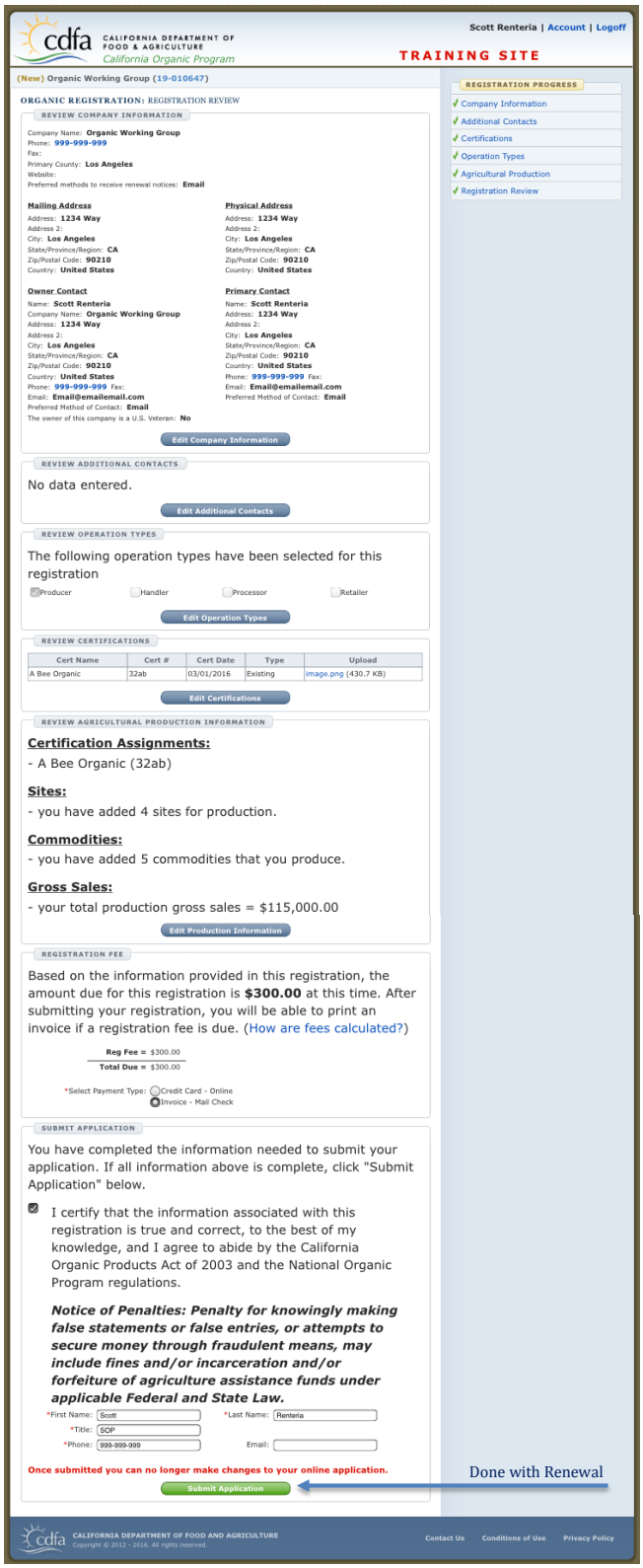
Commodity Information



Gross Sales



Renewal Review



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California Organic Program

Scott Renteria | Account | Logoff

TRAINING SITE

(New) Organic Working Group (19-010647)

ORGANIC REGISTRATION: REGISTRATION REVIEW

REVIEW COMPANY INFORMATION

Company Name: **Organic Working Group**
Phone: **999-999-999**
Fax:
Primary County: **Los Angeles**
Website:
Preferred methods to receive renewal notices: **Email**

Mailing Address
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**

Physical Address
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**

Owner Contact
Name: **Scott Renteria**
Company Name: **Organic Working Group**
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**
Phone: **999-999-999** Fax:
Email: **Email@emailemail.com**
Preferred Method of Contact: **Email**
The owner of this company is a U.S. Veteran: **No**

Primary Contact
Name: **Scott Renteria**
Address: **1234 Way**
Address 2:
City: **Los Angeles**
State/Province/Region: **CA**
Zip/Postal Code: **90210**
Country: **United States**
Phone: **999-999-999** Fax:
Email: **Email@emailemail.com**
Preferred Method of Contact: **Email**

Edit Company Information

REVIEW ADDITIONAL CONTACTS

No data entered.

Edit Additional Contacts

REVIEW OPERATION TYPES

The following operation types have been selected for this registration

☑ Producer ☐ Handler ☐ Processor ☐ Retailer

Edit Operation Types

REVIEW CERTIFICATIONS

Cert Name	Cert #	Cert Date	Type	Upload
A Bee Organic	32ab	03/01/2016	Existing	image.png (430.7 KB)

Edit Certifications

REVIEW AGRICULTURAL PRODUCTION INFORMATION

Certification Assignments:
- A Bee Organic (32ab)

Sites:
- you have added 4 sites for production.

Commodities:
- you have added 5 commodities that you produce.

Gross Sales:
- your total production gross sales = $115,000.00

Edit Production Information

REGISTRATION FEE

Based on the information provided in this registration, the amount due for this registration is **$300.00** at this time. After submitting your registration, you will be able to print an invoice if a registration fee is due. (How are fees calculated?)

Reg Fee = $300.00
Total Due = $300.00

*Select Payment Type: ○ Credit Card - Online ◉ Invoice - Mail Check

SUBMIT APPLICATION

You have completed the information needed to submit your application. If all information above is complete, click "Submit Application" below.

☑ I certify that the information associated with this registration is true and correct, to the best of my knowledge, and I agree to abide by the California Organic Products Act of 2003 and the National Organic Program regulations.

Notice of Penalties: Penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of agriculture assistance funds under applicable Federal and State Law.

*First Name: Scott *Last Name: Renteria
*Title: SOP
*Phone: 999-999-999 Email:

Once submitted you can no longer make changes to your online application.

Submit Application

REGISTRATION PROGRESS
✓ Company Information
✓ Additional Contacts
✓ Certifications
✓ Operation Types
✓ Agricultural Production
✓ Registration Review

Done with Renewal

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STATE ORGANIC PROGRAM
IMPORTANCE OF DATA COLLECTION

It is important to collect a number of specific organic operation details such as site locations, commodity categories, and acreage; in order to respond to health and pest emergencies in a timely manner.
Without the essential information collected for organic registration, it is extremely difficult or virtually impossible to identify specific organic land and site locations that may be exempt from spraying or other treatments. This data is also used to identify locations that may harbor a known pest or health problem.
The following are some examples of how detailed registration data from organic registrants was used/requested during health and pest emergencies, and other urgent situations.

- **California Department of Transportation:** Caltrans spraying along interstate 5. March 2016

- **Curly Top Virus:** Location of grazing lands infested with insect pest for spray treatments. June 2015

- **Mosquito/Vector Control:** Local mosquito and vector control agencies accessing organic property information to identify land in their jurisdictions that would be impacted by spraying to control West Nile virus. May 2015

- **Avian Flu:** Notification to all organic poultry operations of outbreak and Quarantine measures from state Veterinarian. January 2015

- **Curly Top Virus:** Location of grazing lands infested with insect pest for spray treatments. June 2015

- **LBAM:** Identification and location of property potentially affected by and pesticide treatment for this invasive pest. June 2009

The organic industry and ultimately the consumer can be adversely affected by the lack of control and spread of outbreaks, and the impacts of treatment methods selected to mitigate these problems. The collection of this detailed information is not only important to the organic industry, but also to the California agricultural industry as a whole.
In addition to providing key data for emergencies, the data collected from organic registrants is necessary to help determine sources of pesticide and GMO contaminations.

CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE

California's State Organic Program

PROVIDING VALUE TO GROWERS, CONSUMERS & INDUSTRY

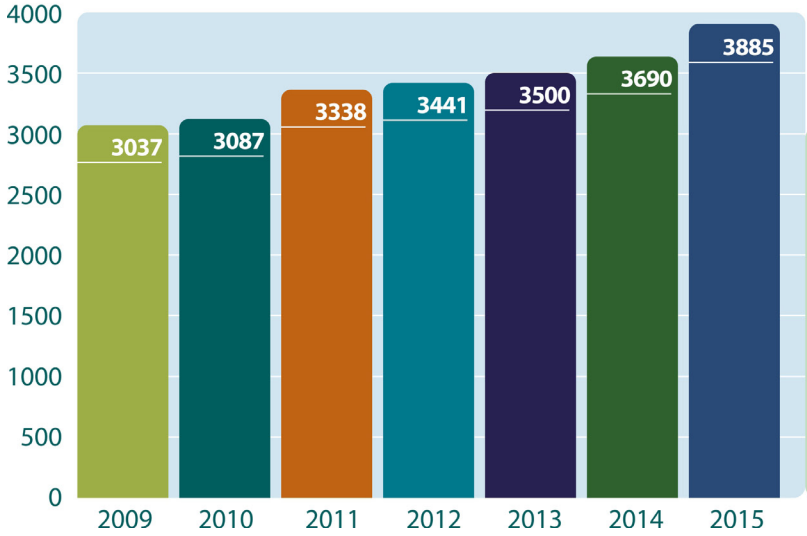
California is the only state with its own organic program.

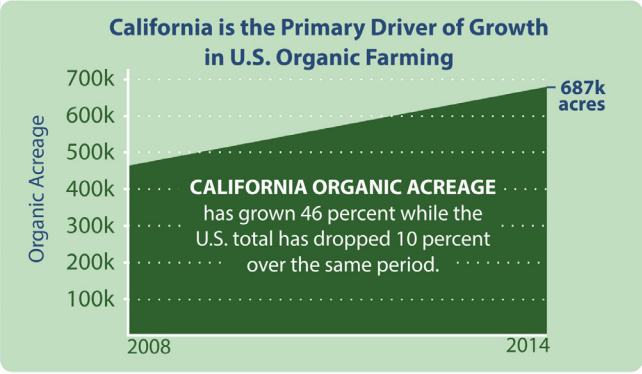
Organic agriculture in California topped $2.2 billion in value in 2014, accounting for more than 40 percent of all organic production in the nation. Our State Organic Program (SOP) goes above and beyond to ensure the integrity of "organic" by registering producers, handlers, processors, wholesalers and brokers, as well as retail stores that process products on-site.

- California was one of the first states to regulate organic products via the 1979 Organic Food Act.
- The California Organic Foods Act of 1990 (COFA) established standards for organic food production and sales in California, and the Organic Foods Production Act of 1990 (OFPA) authorized USDA to establish the National Organic Program (NOP).
- After COFA and OFPA, the NOP fully implemented federal organic regulations in 2002. The California Organic Products Act of 2003 (COPA) revised the COFA to be interpreted and applied in conjunction with the NOP standards and regulations.
- Organic producers, handlers, processors, retail stores that process products on-site, wholesalers, and brokers of organic products, register with the California Department of Food and Agriculture State Organic Program (SOP).
- The SOP verifies registrants' compliance with the organic program from production to the point of sale.
- Under the SOP, CDFA contracts with 53 County Agricultural Commissioner's (CACs) for enforcement and compliance activities.

Steady Growth:

TOTAL REGISTRANTS IN CALIFORNIA'S SOP





The State Organic Program helps ensure that California families are consuming agricultural products that meet state and federal organic standards.

- The SOP is responsible for handling complaints against organic operations operating in California.
- The SOP works in conjunction with the California Department of Pesticide Regulation (CDPR) and the California Department of Public health (CDPH), for additional enforcement and compliance activities.
- CDFA collaborates with 28 USDA Accredited Certifying Agencies (ACAs) operating in the California, for enforcement activities.
- Through the federal Cost Share Program, CDFA distributes funds from the USDA; to operations that have been certified organic by a USDA accredited certifier. For the 2014/15 federal fiscal year (October 1, 2014 to September 30, 2015), CDFA reimbursed a total of $1,563,409 to 1,987 certified organic operations.
- The total number of registered organic operations continues to grow. From 2009 to 2015 the total number of registered organic operations increased by 28 percent.

Follow the Money

WHERE DO ORGANIC REGISTRATION FEES GO?

- **$1.4 million in SOP fees supports $2.2 billion in organic sales.**
- **Average SOP registration fee is $343.**
- **Performed 1,280 inspections of organic operations including production sites, handling facilities, farmers' markets, retail stores and roadside stands**
- **Collected 220 samples (440 lbs) for pesticide residue analysis**
- **Conducted 94 complaint investigations**
- **Processed appeals and provided due process**
- **Facilitated the sale of organic products**

(Fiscal year 2014/15 data)

- There were 480 new organic registrants for the 2014/2015 fiscal year.

DID YOU KNOW?

- Veterans are exempt from paying registration fees.

- The SOP also benefits the public. By working to confirm products being sold are organic, the SOP is helping ensure that families are consuming agricultural products that meet state and federal organic standards.

Alemany Certified Farmers' Market, San Francisco