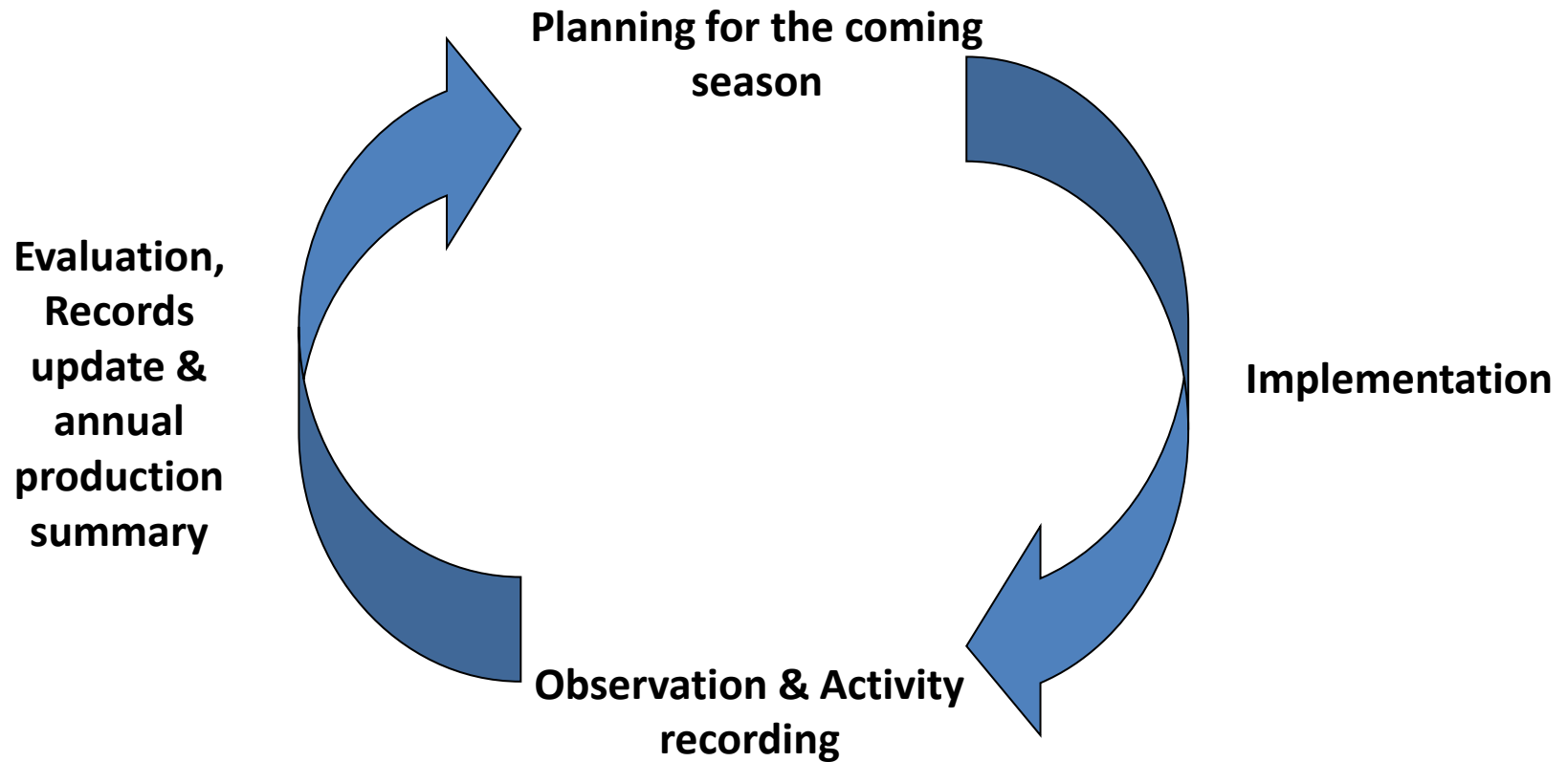




Recordkeeping

EASY ON YOU AND THE INSPECTOR!

Record Keeping Cycle





Recordkeeping for Certification

Field 2		Field 5		Field 3		Field 4	
Crop	TPO/DS	Crop	TPO/DS	Crop	TPO/DS	Crop	TPO/DS
Date	Bed	Date	Bed	Date	Bed	Date	Bed
Strawberries		Carrots		Cabbage		Broccoli	
		Chard		Cabbage Chin		Broccoli	
		Beets		Lettuce Leaf		Broccoli	
		Beets		Spinach		Broccoli	
		Beets		Spinach		Broccoli	
		Beets		Spinach		Broccoli	
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		Beets		Spinach		Broccoli	
		Beets		Spinach		Broccoli	
		Beets		Spinach		Broccoli	



What is a GMO Risk Management Plan?



- ❖ Identify which crops you grow are **at risk**
- ❖ Identify the **source** of potential contamination: seed, pollen drift, commingling in storage
- ❖ Identify the crops which are grown in your **neighbour**
- ❖ Determine if the **isolation** distance is sufficient: 300m corn, 10m for soybeans, 3km for canola, alfalfa (for seed) and apples
- ❖ Develop a **mitigation** strategy to moderate the need for isolation
- ❖ Record the **results of any tests** that you take, that are taken by your buyers & whether or not your crops have been diverted into the conventional market because of GMO contamination
- ❖ Ensure that organic crops are stored in bins identified for organic storage if there is a risk of **commingling**

Make it easy on yourself & the inspector



Many inspections take longer than necessary:

- set aside the appropriate amount of time in the day's schedule for the inspection
- mention the new field, 40 km west, that also needs to be inspected
- Address previous non-compliances/issues raised at inspection
- up to date maps and field histories
- Have records available – not at the other house or at the accountant
- Save seed and other product labels and have them available
- Have Non-gmo affidavits, prior land use affidavits
- Have on hand organic harvest and sales records
- Check ahead of the inspection to see if records can track products from sale back to the field(s) of production.
- Other factors can delay the inspection:
 - old products or containers from prohibited substances formerly used on the farm
 - The presence of such containers raises additional questions, extending the length of the inspection.
- Obtain prior approval from the certifier for new products

Inspection Day: The Audit



Required documents:

- Last year's production summaries
- Field records
- Sales records
- Input records
- Crop inventory
- Lot numbers

Keeping It Easy Down On The Farm



- #1: Do your crop planning & enter data in comfort but away from the distraction of the T.V.; make sure your thinking space is not cluttered.**
- #2: Not big on writing it down? Involve family members in keeping your records**
- #3: Organize your records**
- #4: The dreaded chronological log: write it up after evening chores.**

Keeping It Easy Down On The Farm



- 1. Ask Your Certifier Before Using a New Product.**
- 2. Get affidavits at the time rather than waiting until you are asked for it at the inspection.**
Tracking down people 6 month later is a task you do not want to take on!

Farming Apps & Software



- Farm At Hand www.farmathand.com
- Farm Manager
- AgSquared <http://www.agsquared.com/>
 - \$100 US/yr
- Field Manager Pro (Desktop) www.fcc-fac.ca
 - \$500 to purchase
- JG Software
 - <http://www.jgsoftware.ca/>
 - Model uses Pro-Cert templates; free to use, additional support \$\$



**ALL THE BEST
FOR THE 2016
GROWING
SEASON!**