This checklist is guidance for you to ensure required documents are available for the auditor on arrival. Please note that some documents may not be applicable to you.

ANNUAL OFP UPDATE SUMMARY

CURRENT ORGANIC FARM PLAN/ORGANIC LIVESTOCK PLAN

FARM MAP

SEED/SEEDLING INFORMATION (i.e., non-GMO declaration, treatment, approval letter from the ACO office)

LIVESTOCK INVENTORY RECORD

LIVESTOCK TREATMENT RECORD

LIVESTOCK MOVEMENT RECORD

LABELS/PACKAGING

PEST/WEED CONTROL RECORD

INPUT RECORD

ROTATION RECORD

OFF-FARM INPUT PURCHASED RECORD

TRANSPORTATION RECORD

HARVEST RECORD

SALES RECORD

COMPLAINT HANDLING RECORD

WATER TEST RESULT

SOIL TEST RESULT

ANY APPROVAL/EXEMPTION LETTER RECEIVED FROM THE ACO OFFICE

If you require assistance with any of these documents, please do not hesitate to contact the ACO Office on (07) 3350 5706.