

INSTRUCTIONS FOR ORGANIC LIVESTOCK OUTDOOR ACCESS CALENDAR FORM NO. ROR-624

INTRODUCTION

This form is intended to show compliance required by §205.239 of the National Organic Certification Program (NOP) regulations. This calendar is a required record keeping practice to indicate animals under organic management have year-round access to the outdoors and document when and the reasons for confinement.

Complete this form and attach all necessary supporting documents necessary to show compliance with Section 205.204. Mail all documents to the Texas Department of Agriculture, Organic Certification Program, P.O. Box 12847, Austin, Texas 78711. If this form is being submitted as part of an application or annual renewal, and has *licensing fees attached*, please mail all documents to the Texas Department of Agriculture, Organic Certification Program, P.O. Box 12076, Austin, Texas 78711. For assistance in completing this form, call toll free 1-800-TELL TDA (835-5832). For the hearing impaired: 1-800-735-2988 (voice) or 1-800-735-2989 (TDD/TT).

Incomplete or inaccurate applications may result in denial of application or certification. **A copy of all applications and supporting documentation should be duplicated and maintained on file.**

HOW TO USE AND SUBMIT THIS FORM

This form will be used to determine if animals under organic management have year-round access to the outdoors. Use each calendar year to indicate where animals had full access, access with restrictions, or no access to the outdoors. If animals had access with restrictions or no access the dates and reasons for confinement must be stated. Attach and submit this form with ROR-603 Livestock Organic System Plan.

The following information instructs how to complete each section in detail.

SECTION A

1. VERIFICATION INFORMATION

Enter all business information requested – only one ID number is required.

SECTION B

1. REPORT DATES

Enter the calendar year for which the calendar corresponds.

SECTION C

1. OUTDOOR ACCESS CALENDAR

Select the appropriate option indicating the outdoor access of animals under organic management. The “Full Access” option indicates animals had access to the outdoors every day of the corresponding month. The “Temporary Confinement” option indicates animals had access to the outdoors with the exception of specific days of the corresponding month. The “No Access” option indicates animals had no access to the outdoors for any day of the corresponding month.

SECTION D

1. CONFINEMENT DETAILS

If “Temporary Confinement” or “No Access” was selected for any month, then the date(s) of confinement, reason for confinement, and herd/flock/animal ID must be recorded in the given table for each event.

SECTION E

1. SIGNATURE

After reading the summary, print and sign your name, and date the form. By providing a phone number or email address TDA will be able to contact you directly with any questions or concerns about the form. Your signature here indicates that you have read the summary and that you are aware of your responsibilities regarding the issuance of the requested license.
