

## LIVESTOCK RECORDS CHECKLIST

Field crop records apply to producers certified for hay, pasture, or other annual field crops.

Records are an integral part of organic certification and the inspection. The inspector will review your records and complete two audits — one that checks that organic sales match the quantity of livestock produced or of feed grown/purchased to feed needed (mass balance) and one that checks the origin of livestock (traceability).

| Items  | Description   |
|--|---|
| <input type="checkbox"/> Animal ID lists                   | A list of current animals and how you identify them, including birth records, culling, shipping, sales, and organic slaughter status  |
| <input type="checkbox"/> Purchased livestock documentation | Receipts for purchased animals and certificates, including whether individual animals qualify as organic slaughter stock, how many animals were purchased & each animal identification, on what date, and from whom |
| <input type="checkbox"/> Receipts for products and feed    | Receipts (including quantity) for feed, health care products, supplements, and bedding (if using hay/straw/etc. to verify organic)  |
| <input type="checkbox"/> Pasture maps                      | Provide a farm map that includes number of acres, adjoining land use, buffer areas, major roads and physical features   |
| <input type="checkbox"/> Feed harvest and storage records  | Field ID, amount, and current inventory of harvested feed   |
| <input type="checkbox"/> Feed rations                      | Amount for each animal group and changes (with date) due to supplemental feed during grazing season, stage of life, etc.  |
| <input type="checkbox"/> Grazing records                   | Turnout and barn-up dates for each animal group   |
| <input type="checkbox"/> Temporary confinement records     | Dates and reason restricted from pasture/confined   |
| <input type="checkbox"/> Health materials                  | Updates to list submitted with annual application   |
| <input type="checkbox"/> Health care records               | Dates, animal(s), reason, treatment notes, withholding periods, veterinarian/hoof trimmer invoices  |
| <input type="checkbox"/> Production & sales records        | Milk slips, sales records (forages, meat, whole animals, eggs, etc.)  |
| <input type="checkbox"/> Labels & marketing                | Copies of current labels and marketing materials in use if applicable; certification documentation for any organic products purchased for resale  |