

Module H12 Annual Renewal

This Module is to be completed by all operations that are submitting an annual renewal that have also previously submitted a set of Modules as their OSP. In order to complete the below, this operation **will have to review its Last Approved OSP**, as referenced in the most recent Certification Announcement issued by Americert.

Operation Name:		Date:
A. General Renewal		Yes/No or N/A
1. Intake Form (Module H1A). After reviewingthe approved Module H1A from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H1A.
2. Product List (Module H2 or Module H3). After <u>carefully</u> reviewingthe approved Product List (contained within either Module H2 or Module H3) from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Product List (via revised Module H2 or H3).
3. Supplier List (Module H2 or Module H4). After <u>carefully</u> reviewingthe approved Supplier List (contained within either Module H2 or Module H4) from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Supplier List (via revised Module H2 or H4).
4. Monitoring Suppliers and Fraud (Module H5A or Module H5B). After reviewingthe approved Module H5 (either Module H5A or Module H5B) from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H5A or H5B.
5. Recordkeeping (Module H6A or Module H6B). After reviewingthe approved Module H6 (either Module H6A or Module H6B) from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H6A or H6B.
B. Labels.		Yes/No or N/A
1. Does this operation distribute, broker, or trade products that carry labels (on retail or nonretail containers or packaging) that either: ➤ Carry a “Certified Organic by Americert” phrase or carry the Americert seal? ➤ Carry this operation’s name as manufacturer or distributor?		<input type="checkbox"/> No. <input type="checkbox"/> Yes.
2. Does this operation pack into any retail labels?		<input type="checkbox"/> No. <input type="checkbox"/> Yes.
3. Does this operation operate as a Brand Owner that has other operations package any products for them into its branded packaging or labels (either retail or nonretail) on its behalf?		<input type="checkbox"/> No. <input type="checkbox"/> Yes.
4. After reviewingthe last approved labels file issued by Americert, are the labels in use on/with organic products still as shown in that last approved labels file?		<input type="checkbox"/> N/A, as answered No to all of # 1 – 3. <input type="checkbox"/> Yes. <input type="checkbox"/> No. Attach copies of any and all labels that have changed or are different from those shown in the last approved labels file and also, if any, attach labels for any new products. Note: There is no need to resubmit labels that Americert has previously approved , as long as there have been no changes or alterations since approved.
C. Physical Facility		Yes/No or N/A
1. Does this operation have a physical facility at which it receives organic items?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Skip to Part D.
2. Physical Facility (Module H7). After reviewingthe approved Module H7 from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H7.
3. Materials Used (Module H8). After reviewing the approved Module H8 from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H8.
4. Multi-Ingredient Product Formulation (Module H9). After <u>carefully</u> reviewingthe approved Module H9 from this operation’s Last Approved OSP, is it sill accurate and complete?		<input type="checkbox"/> N/A, no multi-ingredient products. <input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H9.
D. Import and Exports		Yes/No or N/A
1. Imports (Module H10). After reviewing the approved Module H10 from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> N/A, as this operation does not import, broker, or receive organic items from a source or location outside the United States; does not have products copacked in a foreign country; and does not have products supplied by a supplier or copacker that is certified organic under a foreign equivalency arrangement (rather than certified to the USDA NOP standards). <input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H10.
2. Exports (Module H11). After reviewing the approved Module H11 from this operation’s Last Approved OSP, is it still accurate and complete?		<input type="checkbox"/> N/A, as this operation does not export, ship, or sell any organic products (or have their products exported, sold, or shipped) to locations or customers that are located in the EU, Canada, Taiwan, or any other foreign country that has executed an organic equivalency arrangement with the USDA NOP. <input type="checkbox"/> Yes. <input type="checkbox"/> No. Submit updated, revised Module H11.
E. Attestation		
I attest this information is accurate and complete.		<input type="checkbox"/> Yes
Date Completed:		
Name of Person Completing Form:		