

**STATEMENT OF WORK**  
**TRANSITION TO ORGANIC PRODUCTION (999)**  
**NEW JERSEY**

**These deliverables apply to this individual practice. For other planned practice deliverables refer to those specific Statements of Work.**

## **DESIGN**

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### **Deliverables:**

1. Design documents that demonstrate criteria in NRCS practice standard have been met and are compatible with planned and applied practices.
  - a. Practice purpose as identified in the conservation plan.
  - b. List of required permits and certification standards, if required, to be obtained by the client.
  - c. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
    - i. Details of all planned transition to organic production methods and procedures documented and integrated with the conservation plan.
    - ii. All methods of organic production must comply with Federal, State, and local regulations, including the Organic Food Production Act of 1990 as amended and regulations with the National Organic Program final rule as amended.
    - iii. Materials and products used must comply with the National List of Allowed and Prohibited Substances, Organic Materials Review Institute (OMRI), and Northeast Organic Farmers Association - NJ (NOFA-NJ).
    - iv. Planned Management Practices shall be components of the Conservation Plan to prevent crop pests, weeds, and diseases in accordance with NRCS Practice Standards and Specifications.
    - v. Appropriate Conservation Practice mitigation techniques i.e. buffer strips and crop rotations are integrated with the Conservation Plan including supporting design, implementation guidelines and documentation standards to minimize potential environmental risks of transition to organic production management activities.
    - vi. Other FOTG Quality Criteria requirements applicable to livestock management, nutrient management, pest management, non-point source pollution, soil quality, erosion and sediment control, and air quality.
2. A Transition to Organic Production Plan is written in accordance with the New Jersey Field Office Technical Guide and organic management criteria as approved by New Jersey Department of Agriculture Organic Certification. State Certification requirements and approval documents shall be maintained by the producer.

Plans & Specifications include:

  - a. Plan map and soil maps of managed fields
  - b. List of practices and procedures
  - c. Materials used
  - d. Monitoring procedures etc.
  - e. Record keeping according to conservation practice standards planned
  - f. Location map details of sensitive resources and setbacks as applicable to planned practices
  - g. Environmental Risk Analysis with supporting documentation of sensitive areas and vulnerable resources, i.e. WNPST results, interpretation, and Pest Management alternative treatment plan identifying mitigation practices and techniques
  - h. Operation and Maintenance plan
3. Certification that the design meets practice standard criteria and complies with applicable laws and regulations.
4. Design modifications during installation as required.

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## **INSTALLATION**

### **Deliverables**

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1. Pre-implementation conference with client to review the plan. Coordinate site visit with State Certification Agency as customer opportunity is available.
2. Verification that client has obtained required permits and certification approval before Practice Certification.
3. Location, communication and documentation of environmental risk analysis including setback requirements for wetlands, water bodies, streams, and other resource sensitive areas.
4. Installation guidance as needed.
5. Facilitate and implement required design modifications with client and original designer.
6. Guidance for operation and maintenance plan
7. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation.
8. Certification that the application process and materials meets design and permit requirements.

## **CHECKOUT**

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### **Deliverables**

1. Records of implementation.
  - a. Extent of practice units applied, acres.
2. Guidance for record keeping (implementation records maintained by the producer or agent)
  - a. Records of crops produced, planting and harvest dates, yields, residue management etc.
  - b. Records of crop production and management details such as soil tests, nutrients, pest management, dates and application rates.
  - c. Records of recurring review of the plan including the dates or review, individual performing the review, and recommendations that resulted from the review.
3. Certification that the application meets NRCS standards and specifications and is in compliance with State Certification requirements.
4. Progress reporting.

## **REFERENCES**

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- New Jersey NRCS Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Transition To Organic Production, 999
- NRCS General Manual Title 450, Part 401.03 (Technical Guides, Policy and Responsibilities) and Title 190, Part 402 (Ecological Sciences, Policy)
- NRCS National Planning Procedures Handbook (NPPH),
- NRCS National Agronomy Manual (NAM)
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook