

**Glossary of Terms**

Template Data Field	Required/ Optional	Description
<b>Operation Level</b>		
Operation ID	Required	NOP's 10-digit unique ID for operation. First 3 numbers are certifier ID; last 7 numbers are assigned by the certifier.
Operation Name	Required	Operation's business name. Text is entered in Title Case.
Other/Former Names	Optional	Other names that the operation is doing or has done business as. Text is entered in Title Case.
Client ID	Optional	Client ID issued by certifier. This can be any identifier that the Certifier uses to identify the operation. No constraints on format.
Contact First Name	Optional	Only one first name is entered in Title Case.
Contact Last Name	Optional	Only one last name is entered in Title Case.
Operation Certification Status	Required	The following statuses are shown as applicable to the operation in question: Certified/Surrendered/Suspended/Revoked
Effective Date of Operation Status	Required	Date the selected Operation Certification Status became effective.
NOP Anniversary Date	Optional	Date of annual update for certificate, at operation level. May include renewal, inspection, or verification.
CROPS Certification Status	Optional	If the operation in question has applied for certification under the CROPS scope, the following statuses are shown as applicable: Certified/Surrendered/Suspended.
Effective Date of CROPS Status	Optional	If CROPS certification status is provided, the effective date is shown.
LIVESTOCK Certification Status	Optional	If the operation in question has applied for certification under the LIVESTOCK scope, the following statuses are shown as applicable: Certified/Surrendered/Suspended.
Effective Date of LIVESTOCK Status	Optional	If LIVESTOCK certification status is provided, the effective date is shown.
WILD CROPS Certification Status	Optional	If the operation in question has applied for certification under the WILD CROPS scope, the following statuses are shown as applicable: Certified/Surrendered/Suspended.
Effective Date of WILD CROPS Status	Optional	If WILD CROPS certification status is provided, the effective date is shown.
HANDLING Certification Status	Optional	If the operation in question has applied for certification under the HANDLING scope, the following statuses are shown as applicable: Certified/Surrendered/Suspended.
Effective Date of HANDLING Status	Optional	If HANDLING certification status is provided, the effective date is shown.
Physical Address: Street 1	Required if no Mailing Address provided	At least one of the two addresses (Physical or Mailing) is required. City, State/Province, Country, and ZIP/Postal Code information is entered separately in the relevant columns.
Physical Address: Street 2	Optional	Additional address information.
Physical Address: City	Required (US)	Title Case is used. If no city exists, this field is left blank. Required for U.S. operations.
Physical Address: State/Province	Required (US)	The full name of the state or province is spelled out. No abbreviations. Required for U.S. operations.
Physical Address: Country	Required	Country names must be entered in English based on ISO 3166-1 alpha-3 standard.
Physical Address: ZIP/Postal Code	Required (US)	The 5-digit zip code is used for U.S. states. Appropriate mailing codes are used for international addresses.
Mailing Address: Street 1	Required if no Physical Address provided	At least one of the two addresses (Physical or Mailing) is required. Street address only using Title Case. Must be in USPS format for U.S. operations. City, State/Province, Country, and ZIP/Postal Code information is entered separately in the relevant columns.
Mailing Address: Street 2	Optional	Additional address information.
Mailing Address: City	Required (US)	Title Case is used. If no city exists, this field is left blank. Required for U.S. operations.
Mailing Address: State/Province	Required (US)	The full name of the state or province is spelled out. No abbreviations. Required for U.S. operations.
Mailing Address: Country	Required	Country names must be entered in English based on ISO 3166-1 alpha-3 standard.
Mailing Address: ZIP/Postal Code	Required (US)	The 5-digit zip code is used for U.S. states. Appropriate mailing codes are used for international addresses.
Phone	Optional	For U.S. numbers (XXX)XXX-XXXX format is used. Extensions are entered as "Ext. XXXX." International numbers begin with the country code. "011" is not included. If the operation does not have a telephone number, this field is left blank.
Email	Optional	Operation contact electronic mail address.
Website URL	Optional	Operation website URL.
Additional Information	Optional	Any other information regarding the operation. 4,000 character limit.

Scope Status and Effective Date

Contact Information

	<b>Total Certified Acres</b>	Optional	Number of acres certified organic. Aggregated reporting is available at state level for U.S. operations and country level for international operations.
Operation Services/Business Types	<b>Broker</b>	Optional	Person or persons who buys and sells goods organic goods or processes for others. Brokers usually have contact with the clients, either individual or institutional, and buy and sell based on their wishes.
	<b>Community Supported Agriculture (CSA)</b>	Optional	Local farmer markets or groups.
	<b>Co-Packer</b>	Optional	Company that manufactures and packages foods or other products for their clients. works under contract with the hiring company to manufacture food as though the products were manufactured directly by the hiring company.
	<b>Dairy</b>	Optional	Individual or company's involved in the raising of domestic animals for production of the milk of animals.
	<b>Distributor</b>	Optional	Any person involved in the business who supplies goods to stores and other businesses that sell to consumers, including transportation.
	<b>Marketer/Trader</b>	Optional	Individual or company that buys and sells organic commodities to the industry, moving products throughout the supply chain.
	<b>Restaurant</b>	Optional	Establishment in the direct preparation of meals to the consumer.
	<b>Retail Food Establishment</b>	Optional	Businesses that sell goods directly to individuals, organic certification not required.
	<b>Poultry</b>	Optional	Individual or company's involved in the raising of domestic poultry animals for production of commodities such as meat, eggs, fiber.
	<b>Private Labeler</b>	Optional	An owner of a brand or trademark on the label of a consumer product which bears a private label.
	<b>Slaughterhouse</b>	Optional	Certified organic facility used for the slaughtering of livestock.
	<b>Storage</b>	Optional	Any person or business involved in the certified storage of goods.
	<b>Grower Group</b>	Optional	"Grower Groups" consist of farmers engaging in similar growing practices in a distinct area, growing similar crops under the same conditions, and managed, audited and monitored by an Internal Control System managed in a group format.
	<b>Item (Product) Level</b>		
	<b>Operation ID</b>	Required	NOP's 10-digit unique ID for operation. First 3 numbers are certifier ID; last 7 numbers are assigned by the certifier.
	<b>Certificate Number</b>	Optional	Certificate number issued by Certifier.
	<b>NOP Scope</b>	Required	NOP Scope certified under (Crops/ Livestock/ Wild Crops/ Handling)
	<b>NOP Category</b>	Optional	From NOP taxonomy.
	<b>NOP Category ID</b>	Optional	From NOP taxonomy.
	<b>NOP Item Name</b>	Optional	From NOP taxonomy.
	<b>NOP Item ID</b>	Optional	From NOP taxonomy.
	<b>Other Item</b>	Required IF no specific NOP Item Name or NOP Item ID Provided	If no specific NOP Item Name or NOP Item ID is selected, individual items or a comma-separated list of items is provided. For example, "Apples, Oranges, Bananas."
	<b>Item Varieties</b>	Optional	If an NOP Item Name or NOP Item ID is selected, or a single Other Item is entered, individual varieties or a comma-separated list of item varieties may be provided. For example, if the item is "Apples," varieties could include "Fuji, Golden Delicious, Gala."
	<b>NOP Certification Status</b>	Optional	Certified, Surrendered, and Suspended items are published publicly.
	<b>NOP Status Effective Date</b>	Optional	Date of last certification status change for individual item.
	<b>Acres Certified Organic</b>	Optional	Number of certified organic acres for individual items. Aggregated reporting is available at state level for U.S. operations and country level for international operations.
	<b>Heads Certified Organic</b>	Optional	Number of certified organic heads (livestock) for individual items. Aggregated reporting is available at state level for U.S. operations and country level for international operations.
	<b>100% Organic</b>	Optional	Labeling categories for handling certificates.
	<b>Organic</b>	Optional	Labeling categories for handling certificates.
	<b>Made with Organic</b>	Optional	Labeling categories for handling certificates .