



Verified Operations Registry

1. Purpose

This document provides the requirements to be met by an operation requesting to be included on the Verified Operations Registry. The Verified Operations Registry is a voluntary registry maintained by the Grading and Verification (GV) Division under the Quality Systems Verification Program. The registry facilitates the marketing and distribution of certified agricultural products.

2. Scope

The registry is available to U.S. operations whose products are certified as meeting specified marketing claims. Marketing claims may include, but are not limited to, USDA Organic, USDA Grass Fed, Never Ever Three, Non-Hormone Treated, Age Verified, and Source Verified. Operations may be certified by U.S. or international certification bodies, companies with approved USDA Process Verified Programs, companies with approved USDA Quality System Assessment Programs, or by the Grading and Verification Division.

3. References

The following referenced documents are used for the application of this document.

GVD 1050 USDA Verified Operations Registry

GVD 1050 Verified Operations Registry Website

GVD 1050 Verified Operations Registry Certificate

GVD 1000 Procedure, Quality Systems Verification Programs General Policies and Procedures

4. Responsibilities

- 4.1. Operations are responsible for ensuring that the required documentation is provided to the Division upon request.
- 4.2. Operations must provide access to information, documents, and records as necessary to continue to be listed on the Registry. Operations also agree to provide access to all premises as necessary to verify the marketing claims.
- 4.3. Operations must inform the GV Division, without delay, of significant changes relevant to its inclusion on the Registry.
- 4.4. The GV Division conducts verification activities as necessary and provides due notice of any changes to the requirements of the Registry. Activities are conducted in accordance with *GVD 1000 Procedure*.

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5. Listing of Certified Operations

- 5.1. The GV Division provides public information about operations verified in accordance with Section 7 via the *USDA Verified Operations Registry*.
- 5.2. The Registry is maintained on the internet and contains information including:
- a) Operation's name;
 - b) Operation's address (city and state);
 - c) Operation's contact information including a telephone number and email address when available;
 - d) Marketing claim;
 - e) Certified products;
 - f) Third-party verifier;
 - g) Certificate number if verified by the Division;
 - h) Date of inclusion onto the registry; and
 - i) Renewal date.

6. Verified Operations Registry Certificate

- 6.1. The GV Division issues a Verified Operations Registry Certificate to operations meeting the requirements of Section 10, Clause 3. The Certificate identifies the following:
- a) Operation name
 - b) City and state of operation;
 - c) Certificate number;
 - d) Issue date and renewal date;
 - e) Marketing claim(s);
 - f) Scope (product categories); and
 - g) Locations included under the scope of the operation's activities.
- 6.2. A certificate is valid as long as an operation remains listed on the USDA Verified Operations Registry. Operations that are removed from the USDA Verified Operations Registry must discontinue using the certificate.

7. Requirements (Clauses 1 to 3)

1. Certified by a U.S. or international certification body

- 1.1. On an annual basis, the operation must provide the GV Division with a copy of its current certificate issued by the certification body. The certificate must include the product(s), marketing claim(s), and location(s).
- 1.2. The operation must continue to be in good standing with the certification body.



- 1.3. The operation must provide written notification to the certification body that it is requesting inclusion onto the *USDA Verified Operations Registry*. A copy of this notification must be provided to the Division.

2. **Certified under an approved USDA Process Verified Program or USDA Quality System Assessment Program**

- 2.1. On an annual basis, the operation must provide the GV Division with a document verifying approval under the approved Program. The document must include the product(s), marketing claim(s), and location(s).
- 2.2. The operation must continue to be in good standing with the company issuing the document.
- 2.3. The operation must provide written notification to the company that it is requesting inclusion onto the *USDA Verified Operations Registry*. A copy of this notification must be provided to the Division.

3. **Certified by the Grading and Verification Division**

- 3.1. On an annual basis, the GV Division conducts an onsite audit of the operation to verify the marketing claims.
- 3.2. The operation must have a documented program which outlines how the marketing claim is met.
- 3.3. The operation must maintain records which support that the marketing claim is met.
- 3.4. The operation must continue to be in good standing with the GV Division.
- 3.5. Upon verification that the operation meets the marketing claims, the GV Division issues a *USDA Verified Operations Registry Certificate*.
- 3.6. Once verified, the operation may make references to the verification in communication media. References must be complete and not misleading or ambiguous.

NOTE: Acceptable references may include, for example, “[Operation’s] is verified as meeting the USDA Grass (Forage) Fed Marketing Claim Standard as listed on the USDA Verified Operations Registry.”