



Certified Producer's Certificate

New Producer Application Packet

CPC – Certified Producer Application Packet

The information provided in this packet is designed to be a helpful resource, but should not be your only resource. A certified producer is responsible for abiding by all laws and regulations relating to CFM's, food retail and any other laws and regulations that apply.

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For more information visit our website:

www.ocagcomm.com

Certified Farmers' Markets

Summary of Basic Information for Certified Producers

Certified Producer (Producer)—is a grower who sells agricultural products of their own production at Certified Farmers' Markets (CFM) directly to the consumer. The Producer will be issued a Certified Producer Certificate (CPC) listing all the products grown by the Producer. The CPC will be issued after an on-site inspection of the growing grounds by an Orange County Agricultural Inspector to verify that all products presented for sale are grown by the Producer.

The CPC must be conspicuously posted on the seller's booth at the CFM for potential buyers to read. The CPC is applicable only to the Producer/CFM program and is not required for sales directly from the farm.

Certified Farmers' Market (CFM)—is a market which is comprised of many Producers at one site offering a variety of agricultural products. Only Certified Producers are allowed to participate in CFM's. Other types of sellers may participate adjacent to the CFM at the discretion of the market operator. The CFM allows the Producer and consumer to be connected directly across the sales counter. Producers benefit from direct sales to customers, without the expense of a middle man, and consumers are able to purchase fresh produce from the person who grows it. Sales between Producers are not allowed. A Producer cannot buy agricultural products from another producer to sell to the public or anyone else.

The potential Producer should contact the Orange County Agricultural Commissioner Office to arrange for an on-site inspection of the growing grounds. The crops must be up and growing to a point at which they can be identified before an appointment for the inspection will be made. This inspection will verify that the products listed on the Certificate are in fact grown by the Producer. The Orange County Agricultural Commissioner Office will issue embossed copies of the CPC. Certificates are valid for the calendar year in which they are issued and must be renewed annually. Please refer to the fee schedule on our website, the link is provided below.

It is the responsibility of the Producer to contact the appropriate CFM operator(s) and apply for membership to sell at the market. A list of Orange County CFM operators and their contact information is available on our website, see the link below.

The majority of produce is sold by weight, although this is not a requirement. It is the responsibility of the Producer to obtain a scale that is certified for this specific commercial use. Before you buy a scale, be sure to check the link below to make sure you buy one that is approved for commercial use. Scales must be registered and sealed by the County Agricultural Sealer of Weights and Measures.

If any product sold at a CFM is pre-packaged in bags or other containers, it must be properly labeled with the Identity of the product, the contact information of the person Responsible for the product and the Quantity of product in the container. This is known by the acronym--IRQ.

If a Producer plans to produce and sell nursery stock, they will need to obtain a License to Sell Nursery Stock. The License to Sell Nursery Stock has a minimum annual fee of \$150.00 and is issued by the California Department of Food and Agriculture (CDFA). Nursery license

applications are available through the Orange County Agricultural Commissioner Office, or from the CDFA website.

CFM's are governed by State regulations which are enforced by the County Agricultural Commissioner Office. The respective CFM Boards of Directors have also developed rules to govern the members of their particular markets. It is the responsibility of the Producer to comply with all State and CFM Board rules.

Herbicides, insecticides, and fungicides are all different types of pesticides. Producers who use any type of pesticide (including organic pesticides) must obtain a Pesticide Operator Identification Number from the Orange County Agricultural Commissioner Office prior to the purchase and application of pesticides. Use of all agricultural pesticides must be reported to the County Agriculture Department by the 10th of the month following use.

Organic—is a term that is regulated by the California Organic Foods Act of 2003. In order for someone to use the term organic, they must comply with all the regulations contained in this act. The most basic requirement for the user of the term organic is to be registered with the California Department of Food & Agriculture's State Organic Program (CDFA SOP); the registration application is done online at the CDFA website, see link below. The minimum registration fee is \$75.00 and must be renewed annually. If the sales from the organic operation exceed \$5,000 per year, then the operation must also be "certified" by a third party organization which ensures that all required aspects of California Organic Foods Act of 2003 have been met. While many organic producers are participants in the CFM program, organic producers selling through venues other than CFM's do not need to be a Certified Producer, but they must be registered as organic producers.

Contact Information:

Orange County Agricultural Commissioner/Sealer of Weights and Measures

222 E. Bristol Lane

Orange, CA 92865-2714

Phone: (714) 955-0100 Fax: (714) 955-0125

www.ocagcomm.com - General Information

<http://ocagcomm.com/services/markets> - Link to list of O.C. CFMs and Fee Schedule for Certified Producers and Certified Farmers' Markets

<http://ocagcomm.com/forms/> -Orange County Nursery License Application and Certified Producer Certificate Application

California Department of Food & Agriculture

1220 N Street, Sacramento, CA 95814

916-654-0466 (Sacramento)

General Information <http://www.cdfa.ca.gov/is/i & c/cfm.html>

CDFA Certified Farmers' Market Program <http://www.cdfa.ca.gov/is/i & c/organic.html>

CDFA Organic Program, and a link to the online organic registration.

<http://www.cdfa.ca.gov/dms/programs/ctep/ctep.html> **CDFA DMS Approved Scales 'look up' link**

CPC - Laws and Regulations

A certified producer is responsible for following all laws and regulations relating to participating in a certified farmers' market. The County Agricultural Commissioner Inspectors will check that certified producers are following the laws and regulations pertaining to direct marketing and organics. Failure to comply with laws and regulations could result in a notice of non-compliance/violation and possibly an administrative penalty (which could include a fine or suspension or both). The following is a summary of where the laws and regulations can be found.

Specific Requirements for the operation of a certified farmer's market are found in:

CA Food & Agricultural Code

Division 17. Fruit, Nut, and Vegetable Standards

Chapter 10.5 Direct Marketing

<http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=fac&codebody>

CA Code of Regulations

Title 3. Food and Agriculture

Division 3. Economics

Chapter 1. Fruit and Vegetable Standardization

Subchapter 4. Fresh Fruits, Nuts and Vegetables

Article 6.5. Direct Marketing

[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I6BF78E10D45811DEB97CF67CD0B99467&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I6BF78E10D45811DEB97CF67CD0B99467&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default))

Code of Federal Regulations (CFR)

TITLE 7 - Agriculture

PART 205 - NATIONAL ORGANIC PROGRAM

<https://www.law.cornell.edu/cfr/text/7/part-205>

CA Food & Agricultural Code

Division 17. Fruit, Nut, and Vegetable Standards

Chapter 10. Organic Foods

<http://www.leginfo.ca.gov/cgi-bin/displaycode?section=fac&group=45001-46000&file=46000-46029>

CA Retail Food Code

Chapter 12

<http://www.cdph.ca.gov/services/Documents/fdbRFC.pdf>

Copies of these can be provided to you by request.

Pesticide

info

WHAT YOU SHOULD KNOW ABOUT PESTICIDES



California Department of Pesticide Regulation

1001 I Street
P.O. Box 4015
Sacramento, CA 95812-4015
916-445-4300
www.cdpr.ca.gov

BRANCHES

Enforcement
916-324-4100

Northern Regional Office
916-324-4100

Central Regional Office
559-243-8111

Southern Regional Office
714-279-7690

Environmental Monitoring
916-324-4039

Fiscal Operations
916-324-1350

Information Technology
916-445-4110

Medical Toxicology
916-445-4233

Product Compliance
916-445-4159

Pest Management and Licensing
916-445-3914

Licensing/Certification
916-445-4038

Personnel
916-322-4553

Pesticide Registration
916-445-4400

Worker Health and Safety
916-445-4222

County plays key role in regulating pesticides

The size and diversity of California agriculture, and the State's increasing urbanization, require a more complex partnership between state and local pesticide regulatory authorities than anywhere else in the nation. The Department of Pesticide Regulation (DPR) works closely with California's County Agricultural Commissioners (CACs), who are the primary local enforcement agents for pesticide laws and regulations.

CACs seek compliance through education, including presentations to community and industry groups, training sessions for pesticide users, informal or formal compliance actions (such as warning letters), and corrective interviews.

When an enforcement action is needed, the CAC has various options. This includes revoking or suspending the right of a pest control company to do business in the county; prohibiting harvest of a crop that contains illegal residues; and issuing civil and criminal penalties.

Farmers must obtain site-specific permits from their CAC to buy or use many agricultural chemicals. The commissioner must evaluate the proposed use to determine if the pesticide can be used safely, particularly in sensitive areas, such as near wetlands, residential

neighborhoods, schools, or organic fields. State law requires commissioners to ensure that applicators take precautions to protect people and the environment.

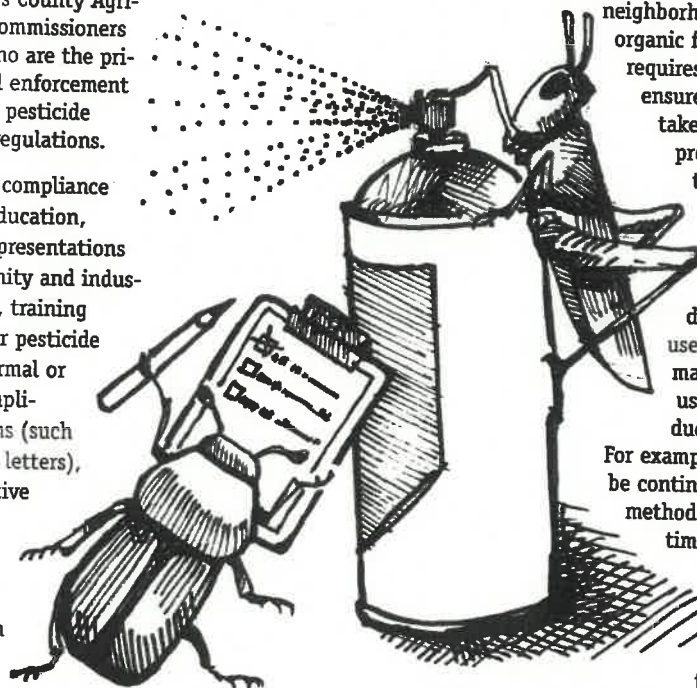
Based on this evaluation, the CAC may deny a permit to use a pesticide, or may require specific use practices to reduce any hazards.

For example, a permit may be contingent upon the method of application, time of day, weather, and use of buffer zones. When such permit conditions are in place,

they have the force of law and are strictly enforceable.

Permit Considerations

When issuing a permit, a Commissioner must consider the need for a particular pesticide and whether a safer pesticide or better method of application could be used and still prove



County Agricultural Commissioners are responsible for local enforcement of pesticide laws and regulations

effective. CACs regulate pesticide use to prevent misapplication or drift, and possible contamination of people or the environment. CAC staffs also enforce regulations to protect ground and surface water from pesticide contamination. To do this, they may work with regional water boards and the State Water Resources Control Board. Some CACs serve as air pollution control officers for their counties.

Among a Commissioner's most important responsibilities is investigating pesticide illnesses and injuries. All reported pesticide-related illnesses and injuries are investigated by the commissioner in the county in which the illness occurred. CAC biologists interview the victims and if the illness occurred at work, the employer. If the law was broken and people made ill, the commissioner takes enforcement action. As part of the investigation, a CAC biologist may take residue samples for laboratory analysis.

In most counties, the CAC is the first contact on many farm-related issues. Commissioners enforce many laws administered by the California Department of Food and Agriculture (CDFA), including those related to pest detection, eradication and exclusion, and to quality standards for fruits and vegetables. CDFA also provides biological control organisms that commissioners may use to solve significant pest problems. Also, CACs work with the State Department of Fish and Game to investigate wildlife losses associated with pesticides and to prevent agricultural runoff into wildlife areas.

Wide Range of Duties

Although in most counties they are called "agricultural" commissioners, CAC duties range far beyond the farm gate. For example, CAC employees check maintenance gardeners to ensure they are licensed to apply pesticides, and that their pesticides are labeled for professional landscaping. CAC biologists inspect home pesticide applications, such as structural fumigations for termites, and check structural pest control employees for proper training and equipment.

Since many pesticides are used in non-agricultural settings – sanitizers in municipal water treatment plants, disinfecting chemicals in food service facilities and hospitals – pesticide laws may overlap other areas where workplace safety is involved. Therefore, CACs may also work with the State Departments of Industrial Relations and Health Services. Commissioners also consult with the State Department of Forestry and its federal counterpart about pesticide use on forest lands.

The County Boards of Supervisors have appointed Agricultural Commissioners in all the state's 58 counties to direct offices staffed by county employees. (A handful of small counties share commissioners, so there are fewer than 58 CACs in the State.) CACs get funding from DPR as well as from their own county government. Other funding comes from grants, fees and fines. CACs enforce state laws and regulations that cover environmental protection, pest prevention, worker and consumer protection, and other special services.

Outside the pesticide arena, County Agricultural Commissioners have various responsibilities, including:

- Sampling imported produce at airports, seaports, and post offices for exotic pests such as the Mediterranean fruit fly. Also checked are shipments of nursery products from areas that may harbor unwanted pests.
- Inspecting nurseries and seed producers to check the viability of rootstock and seed, and inspecting beehives for disease and pest infestations.
- Checking for insect damage, rot and decay at packing stations; inspecting grapes, citrus, and other fruit for sugar content.
- Enforcing the state's organic food laws, and overseeing certified farmers' markets in their counties.
- Preparing an annual county crop report with statistics used by universities, agricultural organizations, lending institutions, and others.
- Ensuring equity in the marketplace by enforcing weights and measures laws and regulations. All but two commissioners also serve as county sealers, who check supermarket scales and gasoline pumps for accuracy.

If you have safety questions about pesticides, or have questions or concerns about how pesticides are being used in your area, you can find your Agricultural Commissioner's phone number in the county government section at the front of your local white pages, or by calling toll-free 1-87PestLine (1-877-378-5463).



Single copies of this
handout are available
by calling your
County Agricultural
Commissioner's office,
from DPR at
916-445-3974,
or can be downloaded
from DPR's Web site,
www.cdpr.ca.gov,
"Consumer Fact Sheets."

Pesticide Complaint?

1-87PestLine
INFORMATION LINE

1-877-378-5463



California Small Farm Food Safety Guidelines

Fruit and vegetable consumption has grown significantly in the past two decades as the health benefits of these crops have been emphasized. Unfortunately, the incidence of food borne illnesses has also increased. In some cases, the financial impact on the growers of the crops associated with these incidents has been devastating. This means that it is important for all growers to be aware of food safety practices that minimize contamination of their crops with human pathogens. The most important disease organisms are *Salmonella*, *E. coli* O157:H7, *Listeria*, *Shigella* and *Bacillus cereus*. The primary pathways for these pathogens to enter the field or packing shed are: contaminated irrigation or processing water, poor field/packing shed worker hygiene, improperly aged or treated organic soil amendments (manure, etc.), domestic or wild animals entering the field, contaminated harvest equipment, inadequate or unsanitary processing and storage conditions and improper transportation.

The following checklist of recommendations should be considered during crop production, harvest, processing and transport.

Prior to Planting

- Keep records of all farm activity, especially food safety practices.
- If manure will be used as a fertilizer, apply untreated manure in the fallow period after the last harvest and incorporate it as soon as possible.
- Be sure that there is a buffer between the production field and manure/compost storage, concentrated animal feeding operations, grazing or open range areas, surface water, sanitary facilities and composting operations.
- Test irrigation water and, if contaminated, find the source and fix it or request that your water supplier do so.
- Train your employees about hygiene (handwashing, etc.) and other aspects of food safety that apply to them. Do follow-up training during the growing season.
- Evaluate fields for evidence of animal entry. If you see animal signs use mitigation procedures (fences, noisemakers, etc.).
- Assess adjacent lands for possible sources that might contaminate the production field, and take corrective actions if needed.

During the Growing Season

- Provide proper sanitation and hand washing facilities in an area outside of the field.
- Provide an area outside of the field for eating, breaks, smoking and storage of personal items.
- Do not allow pets or other domestic animals to wander in the field and continue to look for signs of wild animals. Minimize standing water in the field because it attracts wildlife.
- If you side dress with composted manure try to minimize manure contact with the crop and incorporate it, if possible.

- Clean and sanitize tractors and other implements that were used in manure application and incorporation prior to entering the field.
- Test irrigation water as close to point-of-use as possible at least once during the growing season, and more often if you use surface water.
- Ensure that water used for spray applications of pesticides and fertilizers is not contaminated.
- Consider using drip irrigation wherever possible. It minimizes the risk of contamination because above-ground plant parts are not directly wetted.
- Sick employees should not have direct contact with produce. Assign them other duties while they are sick or send them home. Employees who cut themselves should wear gloves and use bandages until the wound is healed.

Harvest

- Continue to emphasize worker hygiene, monitor employees for symptoms of illness and for wounds.
- Clean and sanitize harvesting equipment at least once a day or more often, if needed.
- High-pressure wash, rinse and sanitize all crop production bins.
- Cover clean bins to avoid contamination.
- Do not allow workers to stand or place personal items in bins.
- Remove field soil from the outside of bins prior to moving them into packing areas.
- Emphasize hygiene to U-Pick customers.
- Use clean water and ice made from clean water during field processing.
- Remove or prevent the harvest of any potentially contaminated produce if signs of animal intrusion are detected.

Postharvest Processing and Storage

- Clean facilities, equipment and food contact surfaces thoroughly and then sanitize just before the first use and then once a day during use or more often, if needed.
- Provide sanitary and hygiene facilities and an area for smoking, meals, breaks and personal item storage for employees away from processing and storage areas. Continue to monitor use.
- Use a potable water source for processing and use ice made from potable water.
- Wash, rinse and sanitize storage facilities.
- Fix or fill in any cracks or defects in the processing and storage building to keep out pests.
- Establish an ongoing pest control program (rodents, birds etc.).
- Ensure that refrigeration equipment is working properly. Measure and record temperatures at least once daily.
- Do not wear field clothes, especially shoes and boots, in the packinghouse.
- Use chlorinated water and other labeled disinfectants to wash produce.
- Store packaging materials in a clean, covered area.

- Do not load refrigeration rooms beyond their cooling capacity.

Transportation

- Ensure that transport vehicles are clean and sanitary.
- Be sure that vehicles that have carried live animals or harmful substances (pesticides, etc.) are thoroughly washed, rinsed and sanitized before shipping produce.
- Use refrigerated trucks when possible.
- Be sure that each package leaving the packing area can be traced to the field of origin and date of packing.

Additional Information

Record Keeping

This is very important in documenting the steps you take to ensure that you have complied with food safety recommendations. Some of the important things that need to be recorded are:

- Planting date(s) – varieties, suppliers, etc.
- Applications of fertilizer, pesticides or any other inputs.
- Water testing dates and results.
- Employee training – type of training (general safety, food safety etc.), dates, who was trained, follow-up training.
- Animal entry – dates when checked or observed, type(s) of animal signs, what action(s) you took to try to solve or mitigate the problem.
- Equipment maintenance – dates, type of maintenance, which piece of equipment, cleaning.
- Harvest date(s) – sanitation of harvest implements and harvest containers.
- Cleaning schedule for processing and storage facilities.
- Pest control program in processing and storage facilities – who does the program, treatment or trapping dates.
- Maintenance of refrigeration equipment and temperature of storage rooms.
- Dates of farmers' markets or other marketing options.
- Package identification.

Hygiene

To prevent field and packing shed workers from contaminating crops:

- They should be trained in hand washing - use plenty of soap and water, wash for at least 20 seconds, clean under fingernails and between fingers, rinse under clean water and dry hands with a single-use towel. Wash hands before they start work, after each break, after handling unsanitary items such as animals, manure, etc. and after using the toilet.

- They should not eat, chew gum, use tobacco, spit, urinate or defecate while in growing/processing areas.
- They should use the toilet/hand washing facilities and use them properly.
- Workers who show signs of diarrhea, vomiting, fever, jaundice or infected wounds should not handle fresh produce.
- They should use single-use cups or fountains for drinking water.
- The grower, packer or labor contractor should also provide signs that reinforce good hygiene, both in the field and in the packing shed.

Water Testing

Water needs to be tested to know whether it is contaminated with unacceptable levels of bacteria. While there is no standard for food safety testing levels, a number of commodity groups have used the recreational water standard as a safe level. Water should be tested as near to the point-of-use as possible. All of the water used to produce and process crops should be tested (pesticide spray water, water used in processing, etc.).

Manure

Unprocessed manure is a perfect medium to support bacterial growth. Many food safety programs do not allow the use of unprocessed manure. Only properly composted or aged manure can be used. They also require that root crops not be grown for one year after manure application. If untreated manure must be applied shortly before planting, apply and incorporate at least two weeks before planting and don't harvest the crop for 120 days after application. If the 120 day waiting period is not feasible, apply only properly composted or aged (at least one year) manure. Composted manure use as a side dressing is very difficult. If you must use it this way, do all you can to reduce manure-crop contact and, if possible, incorporate it as soon as you can.

Other Sources of Information

The following web sites have additional information on food safety:

<http://sfp.ucdavis.edu/pubs/articles/foodsafetybeginsonthefarm.pdf>

<http://www.caleafygreens.ca.gov/food-safety-practices/downloads>

<http://www.fda.gov/Food/FoodSafety/Product-SpecificInformation/FruitsVegetablesJuices/GuidanceComplianceRegulatoryInformation/ucm171695.htm>

http://agr.wa.gov/inspection/FVinspection/docs/GHP_GAP_Presentation.pdf
<http://agr.wa.gov/inspection/FVinspection/GAPGHP.aspx>

http://www.gaps.cornell.edu/Eventscalendar/USDA_GAP_GHP_Audit_Matrix_PP.pdf

http://oregon.gov/ODA/ADMD/gap_ghp.shtml

<http://datcp.wi.gov/OnFarmFoodSafety/ResourcesTools/index.aspx>

<http://www.kimberly.uidaho.edu/potatoes/gap.htm>

<http://www.miffs.org/tools/GAPAuditVerification.pdf>

References

U.S. Food & Drug Administration Guidance for Industry: Guide to Minimize Microbial Food Safety Hazards of Tomatoes: Draft Guidance. July, 2009

Commodity Specific Food Safety Guidelines for the Production and Harvest of Lettuce and Leafy Greens. California Leafy Green Handler Marketing Board. January, 2012

Food Safety Begins on the Farm: A Growers Guide. Cornell University. 2000

CFM - Additional Information

Organic:

Organic is a term that is regulated by the California Organic Foods Act of 2003. In order for someone to use the term organic they must comply with all regulations contained in this act. Users of the term organic must be registered with the California Department of Food & Agriculture (CDFA). Producers whose gross sales exceed \$5000 must also comply with the regulations of the National Organic Program and be certified by a certifying organization. Both the state organic registration and organic certificate (if applicable) must be present and posted at the certified farmers' market. Producers who sell both organic and conventional products must clearly identify and separate their products. Using variations on the term organic (e.g. "transitional organic", "better than organic", "organic methods") is prohibited by law. Producers selling organic products are subject to random residue sampling.

<https://organic.cdfa.ca.gov/main.aspx>

Eggs:

All shell egg producers are required to register with CDFA and comply with all applicable laws and regulations. The certificate will show the number of birds and projected volume of eggs (cartons or dozens) to be packed. Shell eggs must be properly labeled either on the carton or on a sign at the point of sale for bulk displays. Labels must state all of the following: name, address, zip code, size, grade, quantity, the words "keep refrigerated," and either the USDA plant of origin code number, the USDA Shell Egg Surveillance number, (if applicable) or California state handler code, sell-by date, Shell Egg Food Safety Compliant (or "CA SEFS Compliant" for short) and the Julian date of pack.

<https://www.cdfa.ca.gov/ahfss/mpes/>

Avocados:

All California produced avocados sold must be certified or issued an exemption permit by the CDFA Avocado Inspection Program. Avocado producers must have documentation of either certification or exemption permits.

https://www.cdfa.ca.gov/is/i_&c/avocado.html

Nursery Stock:

All producers selling nursery stock as a certified producer must also have a nursery stock license.

<https://www.cdfa.ca.gov/plant/pe/nsc/nursery/regcert.html>

Packaged Commodities:

Products sold in closed packaging (including bags that are tied closed) are not exempt from standard pack regulations and must be labeled with the proper IRQ (identity, responsibility and quantity) as required by the California Code of Regulations.

- Identity: The usual or common name of the commodity in the package.
- Responsibility: The name and address of the company or individual responsible for the package and its contents.
- Quantity: The amount of the commodity in the package.

<https://www.cdfa.ca.gov/dms/>

Scales:

Scales used to sell any agricultural products by weight must be type approved, tested and sealed by a county sealer.

<https://www.cdfa.ca.gov/dms/>

If you need more information on any of these topics please let us know.

Certified Producers Certificate Worksheet (CPC)

Please complete the following:

See Fee Schedule for CPC fees

Grower Name _____

Business Name (DBA) _____

Address _____

Business Phone _____

Resident Phone _____

Locations of production site: *(please be specific)*

1. _____

2. _____

3. _____

Storage site location: _____
(If applicable)

In addition to Orange County, I plan to sell in the following counties: (additional fee for each county.)

1. _____ 2. _____

3. _____ 4. _____

Transporting products into another county for the purpose of selling at a certified farmers' market within that county is permitted only in the authorized counties listed on the certified producer's certificate.

Sell for authorization:

I authorize the following certified producer(s) to sell the commodities indicated on my certificate.

_____ County/Certificate # _____

_____ County/Certificate # _____

Sell by authorization: Written documentation is required.

I am authorized to sell on behalf of the indicated Certified Producers.

_____ County/Certificate # _____

_____ County/Certificate # _____

Signature _____ Date _____



County of Orange Agricultural Commissioner

222 E. Bristol Lane
Orange, CA 92865-2714
(714) 955-0100

CERTIFIED PRODUCER REPRESENTATIVE AUTHORIZATION LETTER

The following people are authorized to represent the undersigned Certified Producer at a Certified Farmers' Market:

Immediate Family Members: Parents, children, grandparents of the certified producer or a family member regularly residing in the certified producer's household. LIST NAMES ONLY:	Salary/Wage Employees: Any person employed at a regular salary or wage, on either a full or part time basis. An "Employee" cannot be any person whose compensation is primarily based on a commission of sales. LIST NAMES ONLY:

As a Certified Producer under Title 3, Article 6.5 of the California Code of Regulations (CCR), I authorized the above listed people under Section 1392.2 to sell agricultural products, which I have produced myself, at Certified Farmers' Markets in California.

I attest that compensation to the above named employee is based on a fixed salary and not on a commission or on a resale basis. I am aware that I may be asked for documentation of the above named employees' status by providing a copy of his or her W2 or W4 form.

I understand that I must immediately notify the Orange County Agricultural Commissioner of any changes or additions to this list.

I am aware that any violation of the Direct Marketing Regulations (CCR Title 3, Article 6.5) by me or by anyone authorized by me on this page, may be cause for me to receive administrative penalties with fines up to \$1,000 each and revocation of my Certified Producer's Certificate and/or of my privilege to participate in a Certified Farmer's Market in California.

This authorization letter expires when my Certified Producer's Certificate expires.

_____ / _____
 Certificate Number Exp. Date Certified Producer Name/DBA

 Certified Producer Signature/Date



Producer:

CPC:

RECEIPT OF DIRECT MARKETING REGULATIONS

I have received California Code of Regulations, Title 3, Division 3, Chapter 1, Subchapter 4, Article 6.5, pertaining to DIRECT MARKETING and agree to comply with all conditions.

I understand that a Certified Producer is a grower who sells agricultural products of their **own** production at Certified Farmers' Market. The **only** time that I can sell products that I did not produce is when representing another certified producer under an additional certificate and both certificates are properly cross-referenced. Additional requirements regarding second certificates are in the CCR provided to me.

I will provide to the market manager a product list at the end of each market day. The product list will state the name of the certified producer, the identity of each product sold as it appears on my certified producer's certificate, and the quantity of each product sold at the market.

I agree to comply with these regulations and I understand that failure to comply with these regulations may result in a Notice of Noncompliance/Violation and could lead to an Administrative Penalty.

Producer:

Signature: _____

Date: _____

Print Name: _____

Office use only:

Received by:

Date:

**RESOLUTION OF THE BOARD OF SUPERVISORS OF
ORANGE COUNTY, CALIFORNIA**

July 14, 2020

WHEREAS, on May 5, 2015, the Board of Supervisors of Orange County, California adopted Resolution Number 15-036, providing for cost recovery for a Direct Marketing Program for Certified Producers and Certified Farmers Markets; and

WHEREAS, updating fees for mandated services by the Agricultural Commissioner-Sealer of Weights and Measures will ensure continued protection of public safety, environmental health, and business competitiveness while reducing Net County Cost.

NOW, THEREFORE, BE IT RESOLVED that this Board does hereby rescind Resolution Number 15-036 concerning Farmers' Market Fees and approves the following revised rates for the Agricultural Commissioner Certified Producers Certificate and Certified Farmers' Market Fees.

BE IT FURTHER RESOLVED that this board does hereby approve the implementation of the attached fee schedule's first year increase on July 14, 2020, second year increase on July 1, 2021 and third year increase on July 1, 2022.

BE IT FURTHER RESOLVED that this Board does hereby find that, in accordance with Section 21080(b)(8) of the California Public Resources Code, the proposed rates are for the purpose of meeting operating expenses, and therefore, are exempt from the provisions of the California Environmental Quality Act pursuant to Section 15273(a).

BE IT FURTHER RESOLVED that said fees do not exceed the reasonable cost of providing the services for which they are levied and are not levied for general revenue purposes.

Attachment C

**ORANGE COUNTY AGRICULTURAL COMMISSIONER
 CERTIFIED PRODUCERS CERTIFICATE & CERTIFIED FARMERS
 MARKET
 CURRENT FEES AND DEPARTMENT RECOMMENDED FEES
 THREE YEAR IMPLEMENTATION, FISCAL YEAR 2020-21 THROUGH 2022-23**

	FY 2020-21 Department Recommended Fee	FY 2021-22 Department Recommended Fee	FY 2022-23 Department Recommended Fee
Certified Producers Certificate (CPC)			
Certified Producers Site Inspection - 1 to 20 products	\$88.00	\$101.00	\$118.00
Certified Producers Site Inspection - 21 to 40 products	\$103.00	\$116.00	\$133.00
Certified Producers Site Inspection - 41 to 60 products	\$116.00	\$130.00	\$149.00
Certified Producers Site Inspection - 61 to 80 products	\$146.00	\$160.00	\$179.00
Certified Producers Site Inspection - Equal or greater 81 products	\$161.00	\$177.00	\$201.00
Issue amended Certified Producers Certificate (during the year)	\$35.00	\$41.00	\$49.00
Additional Certificate	\$11.00	\$12.00	\$13.00
Add extra counties to Certified Producers Certificate(annually)	\$4.00	\$5.00	\$6.00
	FY 2020-21 Department Recommended Fee	FY 2021-22 Department Recommended Fee	FY 2022-23 Department Recommended Fee
Certified Farmers Market (CFM)			
Weekday Inspection			
Certified Farmers Market inspections weekday - 1 to 5 vendors	\$480.00	\$542.00	\$631.00
Certified Farmers Market inspections weekday - 6 to 15 vendors	\$542.00	\$606.00	\$697.00
Certified Farmers Market inspections weekday - 16 to 25 vendors	\$665.00	\$730.00	\$823.00
Certified Farmers Market inspections weekday - equal or greater 26 vendors	\$800.00	\$873.00	\$978.00
Weekend Inspection			
Certified Farmers Market inspections weekend - 1 to 5 vendors	\$595.00	\$654.00	\$739.00
Certified Farmers Market inspections weekend - 6 to 15 vendors	\$692.00	\$756.00	\$847.00
Certified Farmers Market inspections weekend - 16 to 25 vendors	\$878.00	\$944.00	\$1,039.00
Certified Farmers Market inspections weekend - equal or greater 26 vendors	\$1,071.00	\$1,144.00	\$1,248.00

Resolution No. _____, Item No. _____
 Agricultural Commissioner Fees – Farmers' Market Fees