

Participant Agenda – Basic Crop

| C1 | NOP Crop Standards Webinar – a pre-requisite for C2 | | |
|---------------------------|--|--------------------------|---|
| C2 Mon | ASSESSING COMPLIANCE | | |
| | Topics, Learning Activity * SDL indicates Self-Directed Learning * | Learning Outcomes | Activity |
| 8:00 am PDT | INTRODUCTIONS and an Introduction to IOIA (PPT) | | |
| | The Certification Process – (PPT) | 3 | |
| | A review of the NOP Crop Standards -Webinar follow up | 2 | Group Participation |
| | Ecological perspectives of organic crop production (PPT) | 1,4 | |
| <i>BREAK</i> | | | |
| | Crop Input Materials (PPT) and guided follow up with further examples – compliance ID Exercises | 5 | Group Activity |
| | Crop Inputs – assessing compliance of crop inputs | 5 | Individual Activity |
| 11:30 am | <i>LUNCH</i> | | |
| | Risk Assessment Organic Crop Production (PPT) | 6 | |
| | Risk Assessment Scenario Exercises | 6 | Group and Individual Activity |
| <i>BREAK</i> | | | |
| | NOP Standards – Exercise T/F | 2 | Group Activity |
| | OSP Review & Prepare an Inspection Plan (PPT) | 7 | |
| 2:30 pm | <i>Next Steps, Closing Remarks for the Day</i> | | |
| <i>Evening Homework</i> | | | |
| SDL** Evening Exercise | <ul style="list-style-type: none"> • Reading assignment: Review of Conduct and Ethics guidelines p.30-31 IFOAM/IOIA • Reviewing the Crop Organic System Plan (OSP) for <i>Garden of Eden</i> and Creating an Inspection Plan | 7 | NOTE: this will require at least 2 hrs. of individual work after class |
| *6:00 pm* | <i>OSP Review Notes</i> | | Submitted to Trainer(s) by 6:00 pm PDT |

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| C3 Tues | Conducting the Crop Inspection | | |
|-------------------------|--|--------------------------|--|
| | <i>Successful completion of C1 and C2 are pre-requisite for Module C3</i> | | |
| | Topics, Learning Activity <i>* SDL indicates Self-Directed Learning *</i> | Learning Outcomes | Activity |
| 8:00 am PDT | OSP Review and Inspection Plan for Garden of Eden Farm | 6,7 | Group discussion |
| | Introduction of the inspection plan form and preparation of an individual inspection plan | 7 | Individual |
| | <i>BREAK</i> | | |
| | Ethics and Conduct Scenarios for consideration Support materials from SDL- C2 | 8 | Group discussion |
| | Crop Production Records (PPT) | 9 | |
| | Crop Production/Storage Calculations | 9 | Group Exercises & review |
| 11:30 | <i>LUNCH</i> | | |
| | Conducting the Crop Inspection (PPT) | 2 | |
| | Audit Trail and In/Out Balance: Concept & Components (PPT) | 9 | Exercises for Garden of Eden - small groups |
| | <i>BREAK</i> | | |
| | The Exit Interview as part of the inspection process and report (PPT) | 11 | |
| | Observing a Virtual Inspection (Garden of Eden Farm) and Taking Notes | 10, 11,12 | Individual |
| | Debriefing the Virtual Inspection | 10, 11,12 | Group |
| 2:30 pm | Exit Summary Report Writing Exit Interview of the Virtual Inspection. Completed in-class | 10, 11, 12 | Individual Exit Summary Report reviewed by trainers |
| 2:30 pm | <i>Next Steps, Closing Remarks for the Day</i> | | |
| | <i>Evening Homework</i> | | |
| ** SDL evening exercise | <i>Review of the South Carolina Farm OSP – Preparing for C4</i> | 7 | OSP review requires 2-3 hours of individual work. |
| 6:00 pm | Submission of draft OSP review | | Submission by 6:00 pm PDT |

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| C4(i) Wed | Inspecting and Reporting – Part 1 <i>Successful completion of C1, C2 and C3 are pre-requisites for Module C4</i> | | |
|-------------------------|--|--------------------------|---|
| | Topics, Learning Activity * SDL indicates Self-Directed Learning * | Learning Outcomes | Activity |
| 8:00 PDT | Communications- Discussion | 10,13 | Group Participation |
| | Interviewing Styles – Skits | 13 | Group Participation |
| | Inspection Report Format – Samples including the style to be used for the training inspection | 14 | Group Discussion |
| | Inspection Reporting: Report Writing (PPT and short exercise) | 14 | Describing and citing non-compliances |
| BREAK | | | |
| | OSP Review & Preparing the Inspection Plan | 5, 6, 7, 14 | Group exercise to determine key inspection points |
| 11:30 | LUNCH | | |
| | Video of Inspection • Observing and taking notes • Debriefing the Inspection Video | 5, 6, 12, 13, 14 | Independent note taking Group establishes a common set of inspection notes |
| 2:30 | <i>Next Steps, Closing Remarks for the Day</i> | | |
| <i>Evening Homework</i> | | | |
| ** SDL evening exercise | Individual Preparation of a Draft Exit Summary | | |
| *6:00* | Submission of Draft Exit Summary | | Draft submission by 6:00 pm PDT |

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| C4(ii) Thurs | Inspecting and Reporting – Part 2 | | |
|-------------------------|---|----------------------------|--------------------------------|
| | | Learning Outcomes | Activity |
| 8:00 PDT | Preparing the FINAL Exit Summary Report Group Discussion and Individual submission | 5, 6, 7, 12, 13, 14, 15 | Written exit report submission |
| <i>BREAK</i> | | | |
| | Preparing the Inspection Report Individual report writing with trainer oversight | 5, 6, 12, 13, 14, 15 | Individual writing exercise |
| 11:30 | <i>LUNCH</i> | | |
| 12:00-2:30 | The Inspection Report <ul style="list-style-type: none"> • Individual report writing with trainer oversight | 15 | Individual writing exercise |
| 6:00 pm | <i>SUBMISSION OF INSPECTION REPORT a Satisfactory assessment is required to be eligible for a Course Certificate</i> | | Deadline - 6 pm PDT |
| C5 Fri | | | |
| FINAL EXAM | | | |
| 8:00 PDT | Course Wrap-up and Evaluation | | |
| 8:30-11:30 | Exam 8:30 am PDT - 3 hours | Learning Outcomes 1-16 | Due at 11:30 am PDT |

Assessment Plan:

| ITEM | VALUE % | DUE DATE/TIME |
|--|---------------------------------------|-----------------------------------|
| C1 NOP Crop Standards Webinar | Must receive minimum 75% | As scheduled |
| C2, C3 – active participation in the full training course | Complete or Incomplete | As scheduled |
| C4 Inspection Reporting Inspection report completion | Satisfactory or not successful | Day 4 – Thursday- By 6 PM PDT |
| C5 Final Exam – must obtain a minimum of 75/100 for successful completion. | Must receive minimum 75% | Day 5 - Friday 8:30– 11:30 PDT |
| Eligibility for Basic Crop Certificate and for Field Training is based on successful completion of all five modules C1 – C5. | | |