

# Bee Better Certified™

## Application Process and Requirements

All documents and application materials can be found in the Bee Better Certified Document Center: <https://beebettercertified.org/docs>



BEE BETTER  
CERTIFIED  
XERCES SOCIETY

### **Recommended Steps for Getting Started:**

#### **Step 1:**

Read through [Bee Better Basics](#) to familiarize yourself with the process. Consult the remaining documents in the [Document Center](#) as needed.

#### **Step 2:**

Compare your current management practices and land use to the [Bee Better Certified \(BBC\) Production Standards](#) to determine which parcels, fields or crops will be most compatible with the standards and what changes you will have to make to your management practices to achieve certification. Consider using the [Farm Management Assessment Guide](#) for a thorough step-by-step approach to this process.

#### **Step 3:**

Determine location and acreage of crops to be certified based on the assessment performed in Step 2. Make plans to adjust management where needed to conform to BBC standards.

#### **Step 4a:**

Develop your [Bee Better Certified Farm Plan \(Farm Plan\)](#) using the [Bee Better Certified Farm Plan Template](#). This is the most important aspect of your application, so please be very thorough. You can consult the [Sample Plan](#) for guidance or reach out to a BBC accredited certifier with questions.

#### **Step 4b:**

As a part of your Farm Plan, you will need to assess current habitat present on site and/or determine the location and installation plans to meet the minimum permanent and temporary habitat requirements. Consider using the [Plant List Record](#) to ensure habitat compliance and consult the [Protocol for Assessing Habitat](#) (Appendix C of the BBC Production Standards) for guidance.

#### **Step 5:**

Fill out the [BBC certified application](#) and assemble all [supporting documentation](#) (see the checklist below).

## Step 6:

Review the checklist below and submit all materials together to your BBC accredited certifier along with payment of certification fees (consult the BBC Certification Fees PDF for information on fees). For help identifying the appropriate certifier for your operations please visit the BBC website or contact [info@beebettercertified.org](mailto:info@beebettercertified.org).

Please note that this process can take 6 months or longer from application submission to certification being granted. Please plan in advance if you would like to use the seal on crops certified in an upcoming harvest. For details on the timing of the process, inspection and follow up procedures please contact your certifier.

Please also note, the certifier may require English speaking personnel to be available during the application, review and inspection process. For more information please contact your certifier.

## APPLICATION MATERIALS CHECKLIST

(Items 4-9 are also listed in section 11, record keeping in the plan template)

	ITEM	DESCRIPTION	REFERENCE (IF APPLICABLE)	
<input type="checkbox"/>	1	BBC Farm Plan	This plan will be used by the certifying inspector to determine farm compliance with BBC standards.	<a href="#">BBC Farm Plan Template</a>
<input type="checkbox"/>	2	BBC certifier application	An administrative form that begins the application process at the BBC certifying body.	Electronic versions available at your certifier's website.
<input type="checkbox"/>	3	Maps for all parcels to be certified	A map that provides the certifying inspector all information they need to do an on-site inspection.	See Section 1 of the BBC Plan Template or Sample Plan for all necessary map components.
<input type="checkbox"/>	4	Plant list record	A detailed list of all species already present or recently planted in habitat areas, that includes native status, life cycle, bloom time and nesting qualities. See Section 2 of the Sample Plan for more details.	You may use your own list or the <a href="#">Plant List Record</a> template provided
<input type="checkbox"/>	5	List of planned pesticides to be used in the first year of the certification period.	A list of the pesticides' trade/ brand names and active ingredients	See Appendix I of the BBC Production Standards

		ITEM	DESCRIPTION	REFERENCE (IF APPLICABLE)
<input type="checkbox"/>	6	Non-pesticide mitigation records form/template	Forms or demonstration of other record keeping practices that detail plans to implement and record activities for at least 2 non-pesticide mitigation management practices. A third practice is required to address fungal concerns if fungicides are being used during pre-bloom and/or bloom time.	See Section 8, Table 3 of the Farm Plan Template for examples of management practices. Forms should be developed to match management practices and record keeping routines.
<input type="checkbox"/>	7	Pest scouting and monitoring protocols	A table or other description containing details of the scouting and monitoring protocols that will be used in certified areas.	See Appendix I of the BBC Production Standards for a sample monitoring protocols table.
<input type="checkbox"/>	8	Pest scouting and monitoring records form/template	Forms or demonstration of other record keeping practices for the field implementation of pest scouting and monitoring protocols.	See Section 11 of the Farm Plan Template for more details and Appendix I of the BBC Production Standards for sample monitoring tables.
<input type="checkbox"/>	9	Pesticide Use Records for the past 2 years	Pesticide use records for the past 2 years. You may submit pesticide use forms required by your state, the BBC pesticide use record (Link/Appendix 1), a form containing all the same information as the BBC pesticide use record form, or similar documents required by an organic inspector. Pesticide use records must include active ingredient names.	See Appendix I of the BBC Production Standards
<b>The following must be maintained on site but do not need to be submitted with application:</b>				
<input type="checkbox"/>	10	Records for non-GMO status of seeds (if used)		
<input type="checkbox"/>	11	Records for managed bumblebees (if used)	Including colony purchases, steps taken to secure greenhouses and disposal dates/procedures	
<input type="checkbox"/>	12	Any relevant photographs of habitat, including temporary habitat in bloom		

	ITEM	DESCRIPTION	REFERENCE (IF APPLICABLE)
Optional:			
<input type="checkbox"/>		Pesticide mitigation plan (if developed)	
<input type="checkbox"/>		Calibration record for spray equipment	
<input type="checkbox"/>		Additional evidence that can justify pesticide application	Examples: documented damage exceeding predetermined thresholds, degree day models, moisture and temperature records, or spore counts.