2023 AG PASS:
FREQUENTLY ASKED QUESTIONS (FAQ)
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Ag Pass Basics

1. **What is an Ag Pass?**
   An Ag Pass is the combined packet of all necessary documents required for commercial producers to access and perform essential agricultural activities on their properties affected by disaster related road closures. ONLY agricultural activities of an immediate emergency nature qualify, routine work does not. Specifically, an Ag Pass consists of TWO parts: The Verification Card and the Verifying Document.

   **IMPORTANT NOTE:** To gain passage through road closures, EACH INDIVIDUAL PERSON must possess BOTH documents and present them to law enforcement personnel stationed at these checkpoints.

2. **Who is required to have an Ag Pass?**
   Each agricultural worker/person attempting passage through road closures must have an Ag Pass in their possession (i.e., if four people in one car intend to pass through a road closure, ALL FOUR people must have a complete Ag Pass with them).

   **IMPORTANT NOTE:** ALL Ag Pass holders intending to perform work in disaster areas should receive prior safety training and be informed of the specific evacuation/emergency response plan for EACH worksite they will be visiting. We encourage attending one our in-person or online Ag Pass Informational Sessions as Napa County Fire, Napa County Sheriff, & University of California Cooperative Extension will be presenting on topics relevant to this type of safety training.

3. **How will I receive future information from the Napa County Agricultural Commissioner’s Office?**
   The primary method used to disseminate future information will be by e-mail. If you are not already subscribed to receive our Ag Comm emails and would like to, please follow this link to sign up. Our industry partners will also be assisting with future communications.

4. **When does this Ag Pass expire?**
   All Ag Passes expire on December 31 of the year in which they were issued. For ALL Ag Passes issued in 2023, the expiration date will be: December 31, 2023.

5. **I still have my Ag Passes from previous years, are those still valid?**
   No, all Ag Passes issued before January 1 of the current year are NOT valid. Attempts to gain access at road closures using a previous year’s Ag Pass will be denied.
2023 Ag Pass FAQ: Answers

Ag Pass Basics (cont.)

6. How many copies of my Ag Pass can I make?

Approved Ag Pass applicants can make the number of Ag Pass copies needed to supply each of their essential personnel accessing road closures with one. Please plan accordingly and only send the minimum number of people necessary to safely complete the essential activities at hand (law enforcement does not want large numbers of people inside the disaster zone as it increases the likelihood of interference with actual emergency operations).

IMPORTANT NOTE: Any abuse of the Ag Pass will result in revocation of the current Ag Pass by the Ag Commissioner’s Office or Law Enforcement, and removal from the program.

Ag Pass Eligibility

7. What are the eligibility requirements for obtaining an Ag Pass?

Any commercial producer of an agricultural commodity is eligible to participate in Napa County’s Ag Pass program. See the answers to Questions 8 – 18 of this FAQ for details on the different types of eligible commercial producers.

IMPORTANT NOTE: Documentation proving one’s commercial status is required and we will not be issuing Ag Passes to applicants who cannot provide one of the acceptable Verification Documents. See the answer to Question 33 for details regarding the different types of acceptable Verification Documents.

8. Can those who possess a valid Operator ID or Restricted Materials Permit, containing at least one active site, request an Ag Pass?

Yes, anybody who currently possesses a valid Operator ID or Restricted Materials Permit (OID/RMP), with at least one active site, is eligible.

Unlike the other type of commercial producers, OID/RMP holders have already been verified by our office and do not need to submit an Ag Pass Application. See the Operator ID & Restricted Materials Permit Section for more details specific to OID/RMP holders.

IMPORTANT NOTE: The active site(s) on your OID/RMP MUST contain an address or location to obtain an Ag Pass under this category of commercial producer.

9. I own a commercial vineyard that is primarily farmed by a vineyard management company. The site is listed on their Operator ID or Restricted Materials Permit, but I still perform some of the farming activities, can I request my own Ag Pass?

Yes, the property owner of a commercial vineyard site, that is listed on their vineyard management company’s Operator ID or Restricted Materials Permit, can request their own Ag Pass, but ONLY IF they are directly engaged in ESSENTIAL farming activities (i.e., not documenting damage for insurance purposes, checking one’s house, etc.).
10. Can a winery request an Ag Pass?
Yes, but ONLY commercial production wineries that currently possess all the required permits/licenses are eligible (Alternate Proprietorships & Custom Crushes are NOT eligible):

- A valid USDT Alcohol and Tobacco Tax and Trade Bureau (TTB) Wine Producer and Blender Permit.
- A valid CA Department of Alcoholic Beverage Control (ABC) Type 02 Winegrower License.
- A valid Napa County Planning, Building & Environmental Services Department (PBES) Production Winery Permit.

If you need assistance related to your winery’s permits, please reach out to PBES as they are working with the Napa County Ag Commissioner’s Office on the winery verification component of the Ag Pass program. You can reach PBES at (707) 253-4805 or visit their website for more information by clicking here.

IMPORTANT NOTE: Production wineries who possess a valid Operator ID for SO2 CANNOT use it as their Ag Pass Verification Document, they must submit an online Ag Pass Application as outlined in Question 39 of this FAQ.

11. Can a commercial beekeeper request an Ag Pass?
Yes, but only if they have registered their hives in Napa County for the current year.

Registration status can be checked on the BeeWhere website by clicking here and logging in with your BeeWhere Account.

If you have not yet registered your commercial hives and would like to, registration can also be completed on the BeeWhere website by clicking here and creating a new BeeWhere account.

12. Can Certified Producer Certificate holders request an Ag Pass?
Yes, those who hold a current Certified Producer Certificate (CPC) are eligible.

CPC holders can check their status by contacting the Napa County Ag Commissioner’s Office via telephone, (707) 253-4357, or via email, Agcommissioner@countyofnapa.org.

13. Can State Organic Program registrants request an Ag Pass?
Yes, those who hold a current State Organic Certification are eligible.

Organic registrants can check their status on the California Department of Food and Agriculture’s Organic Program Website by clicking here and logging in with their account.
Ag Pass Eligibility (cont.)

14. Can a commercial livestock operation request an Ag Pass?

Yes, commercial livestock operations are eligible. University of California Agriculture and Natural Resources (UCANR) is working with the Napa County Ag Commissioner’s Office on the commercial livestock verification component of our Ag Pass program.

For assistance verifying your operation as commercial, please reach out to our office via telephone, (707) 253-4357, or via email, Agcommissioner@countyofnapa.org, and we will get you in touch with our UCANR livestock contact.

15. Can an agricultural commodity processor who is not a winery request an Ag Pass?

Yes, non-winery agricultural commodity processors are also eligible.

The documentation required to verify a non-winery processor’s commercial status may differ, depending on the processor’s type. Once a non-winery processor has submitted their Ag Pass Application, they will be notified as to what specific verifying documents must be provided.

16. I believe I am a commercial agriculture operation, but I don’t seem to fit into any of the above categories, can I still request an Ag Pass?

Yes, we included ‘Other Type of Commercial Agricultural Producer’ (‘Other’) as an option for operations that do not fit into any of the other applicant types on the Ag Pass Application. Ag Pass eligibility for ‘Other’ type applicants will be reviewed on a case-by-case basis and is not automatically guaranteed.

The documentation required to verify an ‘Other’ type applicant’s commercial status varies. Once an ‘Other’ type applicant has submitted their application and their eligibility has been confirmed, they will be notified as to what specific verifying documents must be provided.

17. I am a Farm Labor Contractor or other type of third-party contractor, such as an electrician or freighter, how can I get an Ag Pass?

We cannot directly issue Ag Passes to Farm Labor Contractors or other types of third-party contractors. However, you may contact the business/entity/owner that has contracted your essential services to request that they provide you with copies of their Ag Pass.

18. I have some large animals on my property; can I request an Ag Pass?

No, Ag Passes will ONLY be issued to commercial production livestock operations. The Napa Community Animal Response Team (NapaCART) is the appropriate resource for non-commercial domestic livestock owners. More information can be found on the NapaCART website by clicking here.
Obtaining an Ag Pass

19. Who is issuing the Ag Passes?

The Napa County Agricultural Commissioner’s Office is the ONLY entity who can issue Ag Passes and ONLY for use during qualifying disasters for commercial agricultural purposes.

20. How do I apply for an Ag Pass?

All types of commercial agricultural entities, EXCEPT Operator ID or Restricted Materials Permit (OID/RMP) holders, must submit an online Ag Pass Application. A link to the application submission form can be found on our website by clicking here.

Growers that currently possess a Napa County issued valid OID/RMP, containing at least one active site, have already been verified and do NOT need to apply for an Ag Pass (you should have received notification of this via an email or telephone call from your assigned inspector). See the answers to Question 36 and Question 37 of this FAQ for more details.

21. I am not sure if my first online Ag Pass Application went through, should I submit a second one?

No, a response will be emailed to you after your Ag Pass Application has been submitted and reviewed by one of our staff. This email response will inform you as to whether your application has been accepted or denied.

22. I do not have a computer, how can I obtain a pass?

If you qualify for an Ag Pass, but do not have a computer, please call the Napa County Agricultural Commissioner’s Office, (707) 253-4357, for assistance obtaining one.

IMPORTANT NOTE: If you prefer to meet in-person, please call our office to schedule an appointment (all in-person appointments MUST be scheduled PRIOR to visiting our office).

23. My Ag Pass Application was just approved by the Napa Ag Department, do I need to send copies of my filled out paperwork to them?

No, unless specifically asked to do so by our department or law enforcement, you do not need to provide us with copies of your filled out documents (such as Verification Cards) once your Ag Pass Application has been approved/issued.
Obtaining an Ag Pass (cont.)

24. Do I need to submit an Ag Pass Application if I already obtained a Verification Card and Verification Document on my own?

Only Operator ID or Restricted Materials Permit holders do not need to submit an Ag Pass Application, all other types of applicants MUST submit an application.

IMPORTANT NOTE: Ag Pass holders who did not submit an application through our website may be denied passage at road closures, even if they are actually eligible and possess the proper documents. Our database of verified Ag Pass holders is based on these submitted applications and no record of verification will exist for those who did not submit one.

Road Closures & Law Enforcement

25. Who will be checking the Ag Passes?

The law enforcement personnel manning designated road closures.

26. If I have an Ag Pass, will I have access behind a road closure?

An Ag Pass does NOT grant automatic access beyond a road closure. Ag Passes only verify that an individual is a commercial producer with a legitimate need to perform essential agricultural activities at a site located inside the disaster zone.

IMPORTANT NOTE: Should law enforcement determine that an area is too dangerous and the closed road’s checkpoint is under a ‘Hard Closure’, access can and will be denied.

27. Can I use the Ag Pass to check on my house?

No, Ag Passes ONLY grant access to perform immediate essential agricultural activities at commercial production or processing sites within a disaster zone. A breach of the established guidelines may result in your removal from the Ag Pass program.

28. If I am in an evacuated area and don’t have my Ag Pass with me, what happens if I encounter law enforcement personnel?

Individuals inside the evacuated areas must have their Ag Passes with them at all times and be able to present them to law enforcement if asked to do so, even if it was already inspected at a road closure’s checkpoint. The decision to remove individuals who do not have their Ag Passes readily available is at the discretion of on-scene law enforcement personnel.

IMPORTANT NOTE: Emergency operations directly related to the disaster will always be law enforcement’s priority and they cannot waste time tracking down the person or vehicle holding a large group of workers’ individual Ag Passes.
29. Who should sign the Verification Card component of my Ag Pass?

All of your Verification Cards should be signed by the same person.

**IMPORTANT NOTE:** The person who signs should be property owner, manager, or someone with the responsibility and authority to make important decisions for your organization.

30. Should I have the people using my Ag Pass also sign the copies I provided them?

No, the people or workers using your Ag Pass do NOT need to, and should NOT, sign their individual copies.

31. I need assistance filling out my Verification Card properly, where can I get help?

Information explaining how to properly fill out your Verification Card can be found on our [website by clicking here](#).

32. I have multiple locations that I need to get to, do I need a Verification Card for each one or can I put them all on one?

Only ONE location/address can be listed on a Verification Card. Each new location/address requires its own Verification Card and accompanying Verification Document, you cannot include multiple addresses on the same one.

33. What Verification Document(s) do I need to prove my commercial agriculture status and that my site is located beyond a road closure?

The required Verification Document varies and is dependent on the type of commercial agriculture at your production site. Below is a list of each type of commercial agriculture and its corresponding Verification Document:

**Operator ID/Restricted Materials Permit Holders**

- **Operator ID or Restricted Materials Permit** – Must be issued/valid for the current year and include the Cover Page and Site List Pages (if you have many sites, include at least the page with the site listed on your Verification Card).

**Wineries**

- **Napa County Approval Letter** – We will provide you with an official letter containing your winery’s name and location information, based on your production winery permit information.

  **IMPORTANT NOTE:** If the information on your Ag Pass Application does not match your current production winery permit information, you may be contacted for additional information prior to the approval of your Ag Pass (we are working with Napa County Planning, Building & Environmental Services Department to verify wineries’ eligibility).
Verification Cards & Verification Documents (cont.)

Commercial Beekeepers

- **BeeWhere Annual Apiary Registration Certificate** – Must be the current year’s registration and include an address for each apiary location (if the Location IDs for your apiary locations do not include addresses, which is not required, you will need to use the Napa County Approval Letter option below).

  OR

- **Napa County Approval Letter** – If the Location IDs for your apiary locations do not contain addresses, we will provide you with an official letter listing their corresponding addresses (apiary locations are tracked with GPS coordinates, which law enforcement at road closures cannot easily verify).

  **IMPORTANT NOTE:** Your apiary locations MUST be up to date in BeeWhere or else your letter may not contain accurate addresses.

Certified Producer Certificate Holders

- **Certified Producer Certificate** – Must be the current year’s certificate.

State Organic Program Registrants

- **State Organic Certificate** – Must be the current year’s certificate.

Commercial Livestock Operations

- **Napa County/UCCE Approval Letter** – We will provide you with an official letter containing the addresses of your livestock sites.

  **IMPORTANT NOTE:** You may be asked to provide additional documents prior to the approval of your Ag Pass (we are working with UCCE to verify the eligibility of livestock operations).

Non-Winery Agricultural Commodity Processors

- **Napa County Approval Letter** – We will provide you with an official letter containing the addresses of your processing sites.

  **IMPORTANT NOTE:** You may be asked to provide additional documents prior to the approval of your Ag Pass (we are working with PBES to verify the eligibility of agricultural commodity processors).

Other Types of Commercial Agricultural Producers

- **Napa County Approval Letter** – We will provide you with an official letter containing the addresses of commercial agriculture sites.
Verification Cards & Verification Documents (cont.)

34. I am eligible under more than one commercial agricultural producer type, which one should I submit my Ag Pass Application under?

It depends on the locations/addresses of your commercial agriculture sites.

If the sites for your different types of commercial agriculture are all at the SAME location/address, only one Ag Pass Application is necessary, which type to apply as is your choice.

If the sites for your different types of commercial agriculture are at DIFFERENT locations/addresses, you will need to submit an Ag Pass Application under each type for each location/address.

Generally, Operator IDs or Restricted Materials Permits (OID/RMP) are the simplest since no Ag Pass Application is required and all of your Ag Pass documents can be accessed through the CalAgPermits website. (See the following page for Examples)

EXAMPLES (Question 34):

- You have a site registered with the State Organic Program that is also listed on your OID/RMP. Your OID/RMP can be used for your Ag Pass Verification document, instead of submitting an application under your State Organic Program Certificate.

- You have commercial livestock at one address and a winery at another address. An Ag Pass Application for each address needs to be submitted under their corresponding commercial agriculture types (one application as ‘Commercial Livestock’ and one application as ‘Winery’).

35. If I only have one component with me, either the Verification Card or Verification Document, is my Ag Pass valid?

No, BOTH the Verification Card and Verification Document must be present for an Ag Pass to be valid. Only having one or the other will not grant you access through road closures checkpoints.

Operator ID & Restricted Materials Permit Holders

36. If I have a Napa County issued valid Operator ID or Restricted Materials Permit containing at least one active site, should I submit an online Ag Pass Application?

No, any growers with a valid Operator ID or Restricted Materials Permit (OID/RMP), containing at least one active site, have automatically been verified and thus do not need to submit an Ag Pass Application to access that site.

Both the Verifying Document (i.e., your valid OID/RMP), and the Verification Card can be downloaded online, at any time, by logging into the CalAgPermits website with your webuser account. See the next question, Question 37, of this FAQ for more details.
Operator ID & Restricted Materials Permit Holders (cont.)

37. I have a CalAgPermits webuser account, how do I print my own Ag Pass?

Written and video tutorials, explaining how to print your Ag Pass documents using a CalAgPermits webuser account, are available on our website:

https://www.countyofnapa.org/3213/Emergency-Ag-Pass-Application

38. If I do not have a CalAgPermits webuser account, how can I get one?

Those who possess a valid Operator ID or Restricted Materials Permit can request a webuser account be created for them by calling the Napa County Agricultural Commissioner’s Office, (707) 253-4357.

39. My Op ID is valid, but does not contain any active sites, can I still use it as my Verification Document?

No, Ag Passes cannot be issued for Operator IDs or Restricted Materials Permits (OID/RMP) that do not contain any active sites, even if they are valid.

Law enforcement personnel at road closures will be verifying the addresses of OID/RMP type Ag Passes by comparing the address listed on the Verification Card to the site address on the accompanying OID/RMP’s Sites List, which MUST match (which would be this type of Ag Pass’s Verification Document).

IMPORTANT NOTE: This does not necessarily mean that your operation is ineligible for an Ag Pass; you may still be able to submit an Ag Pass Application under another non-OID/RMP type of commercial agriculture (i.e., wineries with an SO2 OID wouldn’t be eligible to obtain an Ag Pass using their SO2 OID but would be eligible under their production winery permit).

EXAMPLES (Common OID/RMP Types Without Sites):

- Wineries (SO2)
- Non-Production Agriculture (Golf Courses, Cemeteries, Landscapers, etc.)
- Structural Pest Control Operations