

# Good Agricultural Practices Food Safety Plan

for

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*Name of Farm or Orchard*

The information in this document is a true representation of the food safety conditions and practices followed at this location.

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*Owner or manager  
responsible for food  
safety*

*Signature*

*Date*

# Grower Information

Business name and mailing address

Site location
GPS coordinates (optional): Longitude _____ Latitude _____

Person responsible for food safety program at this location:		
Name/ Position	Address	
Telephone:	Fax:	E-mail

Agricultural activities conducted at this site:		
<input type="checkbox"/> Crop production only	<input type="checkbox"/> Both crop <b>and</b> animal production	<input type="checkbox"/> Permanent or temporary living facilities

Crop(s) grown on this property: (list acres owned, leased/rented, contracted, and/or consigned for each crop):	
Crop(s)	Area under cultivation (acres)
1)	
2)	
3)	
<b>Total area under cultivation:</b>	
Additional crops documented on separate sheet if necessary. Yes <input type="checkbox"/> No <input type="checkbox"/>	

Previous Land Use (check all that apply for area under cultivation)		
Has the current crop(s) been grown at this location for LESS THAN 5 years? Yes <input type="checkbox"/> No <input type="checkbox"/>	Any expansion into previously unused land within the last 5 years? Yes <input type="checkbox"/> No <input type="checkbox"/>	Has the current crop(s) been grown at this location for MORE THAN 5 years? Yes <input type="checkbox"/> No <input type="checkbox"/>
If all or part of the crop has been grown at this location for LESS THAN 5 yrs, describe previous use		

<b>Adjacent Properties (check all that apply)</b>			
<input type="checkbox"/> Crop production	<input type="checkbox"/> Dairy or livestock operation	<input type="checkbox"/> Watershed (river, stream, pond, lake)	<input type="checkbox"/> Manure dumping, storage, or handling
<input type="checkbox"/> Municipal or private dumping site	<input type="checkbox"/> Residential with operating septic system	<input type="checkbox"/> Commercial or industrial development	<input type="checkbox"/> Golf course

<b>Water Use and Source (check all that apply)</b>			
<b>Use\Source</b>	<b>Municipal</b>	<b>Private Well</b>	<b>Surface water</b>
Drinking	<input type="checkbox"/>	<input type="checkbox"/>	Not permitted
Hand Washing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> *
Cleaning food contact surfaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation: <input type="checkbox"/> None <input type="checkbox"/> Overhead sprinkler <input type="checkbox"/> Drip <input type="checkbox"/> Furrow <input type="checkbox"/> Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fertilizer application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pesticide / Fungicide application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* Water used for hand washing in field sanitation units is not required to meet EPA potability standards if chlorine or other acceptable agents are added to reduce the possibility of microbial contamination.

<b>Manure and Biosolids</b>		
<b>Soil Amendments used at this location (check all that apply)</b>		
<input type="checkbox"/> No manure or municipal biosolids are applied to soil	<input type="checkbox"/> Raw manure is applied to soil	<input type="checkbox"/> Composted manure or municipal biosolids are applied to soil

<b>Manure handling and storage</b>		
<input type="checkbox"/> No manure or municipal biosolids are stored on the premises	<input type="checkbox"/> Raw manure is stored at this location	<input type="checkbox"/> Municipal biosolids are stored at this location

<b>Sewage Treatment (check all that apply)</b>		
<input type="checkbox"/> Municipal	<input type="checkbox"/> Septic System	<input type="checkbox"/> Portable containment system

<b>Toilet Facilities (check all that apply)</b>		
<input type="checkbox"/> Indoor facilities	<input type="checkbox"/> Portable units	<input type="checkbox"/> None on site

<b>Cleaning and Maintenance of Toilets</b>	
<input type="checkbox"/> Performed by grower	<input type="checkbox"/> Contracted service

<b>Availability of Field Sanitation Units</b>		
Maximum number of employees on site at any one time	Number of toilet facilities within ¼ mile walk	Ratio of employees to toilet facilities
_____	_____	_____

# Field Map

Production, field packing, and staging areas, field sanitation units, active wells, surface water sources, regular or recent flooding areas, manure storage sites, and septic systems on audited land and adjacent properties

A large grid of dashed lines for drawing a field map. The grid consists of 20 columns and 20 rows of squares, providing a coordinate system for mapping the field.

# Water Quality

**Applicable documentation:** (Check all that apply)

**Water testing documentation:** (Check all that apply):

<input type="checkbox"/> Municipal water	<input type="checkbox"/> Annual water bill
	<input type="checkbox"/> Laboratory analysis
<input type="checkbox"/> Private well water	<input type="checkbox"/> Laboratory analysis (2)
	<input type="checkbox"/> Monitoring checklist
<input type="checkbox"/> Surface water	<input type="checkbox"/> Laboratory analysis (3)
	<input type="checkbox"/> Treatment procedure and schedule

**Well condition and maintenance documentation**

Verification checklist

## Manure and Municipal Biosolids

If no animal manures or biosolids are used as soil amendments, check the box below.  
No further action is needed and this section may be skipped.

Raw or composted animal manure **IS NOT** used or stored at this site.  
(No further documentation is necessary – skip to next section)

### Actual practice at this site (Check all that apply):

- Raw animal manure is used as a soil amendment at this site
- Animal manure is composted at this site using an *active* process
- Animal manure is composted at this site using a *passive* process
- Municipal biosolids are applied to soil at this site

### Applicable documentation: (Check all that apply)

- Verification checklist (for safe storage and handling practices)
- Raw manure application procedures (date, source, timing, rate)
- Onsite compost preparation procedures (composition, temp, time, duration)
- Compost / biosolids certificate of analysis (if purchased from outside vendor)
- Map indicating location of manure/biosolids storage and/or composting areas, manure lagoons, livestock/dairy facilities on this property

## Worker Health, Hygiene, and Sanitary Practices

**Applicable documentation:** (Check all that apply):

- Verification checklist (for compliance with hand washing and other appropriate hygiene practices)
- Training log (for proper procedure and frequency of hand washing)

## Toilet and Hand Washing Facilities

**Applicable documentation:** (Check all that apply):

- Grower information sheet (for number of toilet facilities)
- Verification checklist (for condition, maintenance, use by workers)
- Map indicating location of field sanitation units and handwashing stations
- Field sanitation service and cleaning contract / service report
- Spill response plan
- Training log (for notification of reasonable access and proper use)



## Adjacent and Previous Land Use

**Applicable documentation:** (Check all that apply):

- Grower information sheet (for previous and adjacent land use)
- Map indicating adjacent properties presence of manure/biosolids storage areas, manure lagoons, livestock/dairy facilities, grazing areas, and flooding areas
- Verification checklist (for evidence of flooding, presence of domestic or wild animals)
- Soil chemical and/or microbiological test results (if previous land use indicates potential hazards)

## Harvesting, Field Packing, and Transportation

**Applicable documentation:** (Check all that apply):

- Grower information sheet (for previous and adjacent land use)
- Verification checklist (for evidence of safe harvest, handling, and transportation practices)
- Training policy and log (sanitary harvesting and handling instructions)

# Training

**Applicable documentation:** (Check all that apply):

- Verification checklist (to document that all food handlers have been trained)
- Training log

# Traceability

**Applicable documentation:** (Check all that apply)

- Sales records
- Buyer Contact List that is kept up-to-date