

**Washington State Potato Commission**

**GLOBALG.A.P**

**Integrated Farm Assurance Version 6 GFS**

**Grower Guidance Handbook**





**Washington State Potato Commission**  
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## HOW ARE GLOBALG.A.P AUDITS DIFFERENT FROM OTHER STANDARDS

### Overview

GLOBALG.A.P. recently underwent an expensive revision. They have divided their approach into versions recognized by the Global Food Safety Initiative (GFSI) and those standards that are not currently recognized. Potato growers selling to the retailers will usually be required to acquire a GFSI recognized standard. GLOBALG.A.P terms their other standards under the brand name 'SMART', but the content differs only in a few principals and criteria and the scoring requirements. Their SMART versions allow for more 'minor must' scoring to achieve certification. The company has completely done away with their former modular style and significant changes to number and formatting occurred.

### Finding necessary documentation

The website for GLOBALG.A.P.'s document center is as follows:

<https://www.globalgap.org/search/?area=documents&offset=0&q=>

The link for the GFS version associated with the content of this document may be found in PDF format here:

[https://documents.globalgap.org/documents/220929\\_IFA\\_GFS\\_PCs\\_FV\\_v6\\_0\\_Sep22\\_en.pdf](https://documents.globalgap.org/documents/220929_IFA_GFS_PCs_FV_v6_0_Sep22_en.pdf)

It is important to review the principles and criteria document, as the content is more comprehensive than that found in the general checklist versions.

### Worker protection

Unlike other standards, GLOBALG.A.P includes questions about worker safety and social issues. The standard requires first aid training for a select number of farm employees. The standard also requests information about farm worker housing and means of transport to and from the work site. Treatment of these questions will be new to growers undergoing a GLOBALG.A.P audit for the first time, and personalized policies should be developed to address these queries.

### GMO

Unlike other standards, GLOBALG.A.P. requests specific information about your farming operation if GMOs are grown on the farm. If your farm has GMO and non-GMO potatoes present, you must carefully address the handling and treatment of the GMO material. The inspector will request evidence that the product is appropriately segregated to avoid comingling.

## **Risk Assessments**

GLOBALG.A.P. does permit growers to assess their own risk on the farm and modify acceptable best practices accordingly. Unlike some other standards, emphasis is placed strongly on the statements made in the individualize risk assessments. For example, the presence of wildlife in the fields can be addressed with a clearly written risk assessment and a grower can avoid down-scores if they can prove consideration was given to the low risk nature of potatoes as a food that is not ready to eat and undergoes a kill step (cooking).

In this regard, creation of risk assessments plays an important role in complying with the standard. As risks will vary from farm to farm, it is important that each grower evaluate their unique operation.

GLOBALG.A.P has a preferred format for their farm risk assessments. The GLOBALG.A.P company recommends a 5 step approach, which reads as follows:

1. Step 1 – Identify hazard
2. Step 2 – Decide who/what might be harmed and how
3. Step 3 – Evaluate the risks and decide on precautions
4. Step 4 – Record the work plan/findings and implement them
5. Step 5 – Review the assessment and update if necessary

In this document, the Washington State Potato Commission has provided some general risks and items to consider for addressing each question under this audit. Using the above format, each grower will need to address additional risks and mitigation strategies that may be associated with your operation. This narrative approach is unique, but many of the same food safety policies and plans created for other audit schemes can be adapted to meet the spirit of the GLOBALG.A.P requirements.

## **Conservation, Environmental Preservation, and Sustainability Focus**

Unlike other audit schemes with which you may be familiar, GLOBALG.A.P places a heavy emphasis on sustainability and environmental impacts associated with farming. The audit requests specific information about energy use, recycling efforts, and conservation activities. If you are preparing for a GLOBALG.A.P audit for the first time, allow extra time to collect and prepare this information for your farming operation.

## GENERAL FOOD SAFETY PLAN AND POLICIES

(FARM NAME)

(FARM NAME) is committed to the safety and wellbeing of our direct and indirect customers. Care is taken throughout the growing season to ensure the production of the highest quality potatoes in a manner consistent with proper sanitation measures. Our food safety plan is reflective of our corporate commitment to minimize any risk to the consumer.

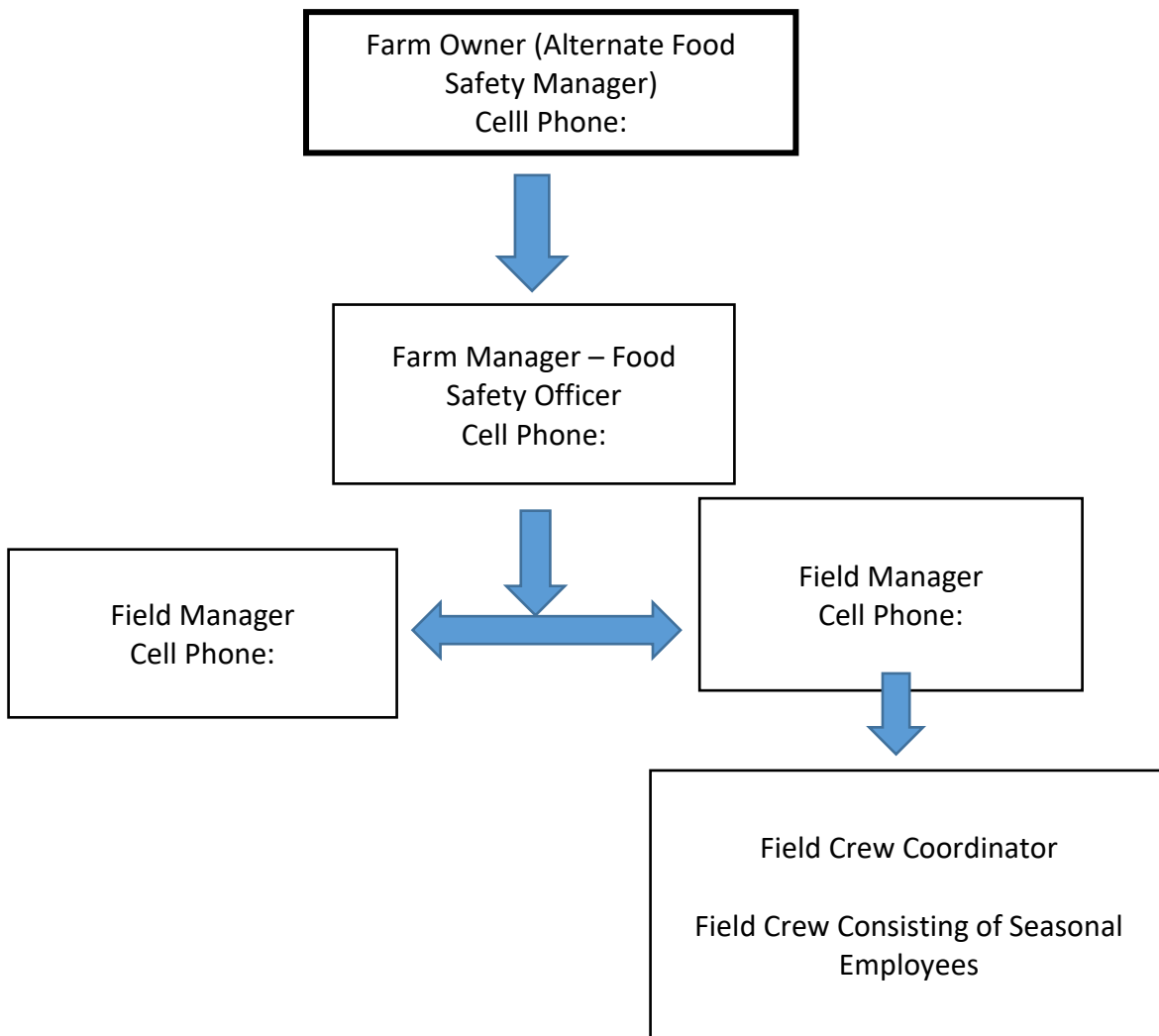
Communication of the Food Safety Plan to employees is conducted verbally and in writing on an annual basis. Evidence of employee food safety training can be observed in signed documentation that accompanies this food safety plan. Our food safety policy and plan is presented below.

(NAME) has been designated as policy manager to oversee and implement the food safety program for our farm.

(NAME) has signed off and reviewed our food safety plan annually. This plan was last reviewed on (DATE)

(SIGNATURE OF SENIOR MANAGEMENT) \_\_\_\_\_

Farm Management Structure





### Self-Inspection

This farm has undergone food safety audits for several years and has records of previous GAP audits on file for review.

The farm undergoes a self-inspection of the entire farm, review of risk assessments, and evaluation of supporting policies at least once a year.

### Traceability

A traceability program is established for the operation. Each seed lot, production field, harvested load, storage facility, and delivered load has a unique identifier and records are kept for all of the operation's product. Each storage building is accompanied by records of the production field(s) held in building.

Fields are coded either numerically or by field names. Addresses, maps, and (in some cases) GPS coordinates for each field are kept on file. Planting, crop protectant applications, fertilizer applications, and harvest records all utilize the same system of coding.

A mock recall is completed at least once a year, demonstrating trace forward and trace back procedures on the farm.

### Ground History

Fields known to be former feedlots, dairies, dumpsites, old homesteads, barn sites, livestock pens, areas containing excess foreign material, or those that are otherwise contaminated will not be cultivated for potatoes.

All fields are required to be inspected to ensure they are free from foreign material contamination or any hazards caused by the dumping of glass, metal, chemicals or any other undesirable debris. The date of inspection (pre-planting assessment) and documentation is available on file.

During the past three years no domestic sewage, sewage sludge, septic waste, portable toilet waste or other product that might contain human feces has been placed on or near the growing area.

During the past three years no flooding from creeks or rivers has occurred on any part of the land, nor have any adjacent domestic septic tanks systems flooded onto the field.

### Adjacent Land Use

Domestic animals are not allowed in fields during the growing and harvesting season. Measures are taken to ensure that animal waste from any nearby fields, feedlots or waste

storage facilities does not contaminate production fields. Measures are taken within the parameters of federal wildlife laws to limit the presence of wild animals in production fields.

### Land Management of Potential Hazards

Possible **biological hazards** to land include inadvertent livestock intrusion. In the event of livestock intrusion, the animals will be promptly removed from the area by herding on foot until they have exited the production field. Any manure deposited during an intrusion will be removed using a shovel and placed in a disposable plastic bag. A 5 ft 'no-harvest' sacrifice zone around the fecal event will be established. Soil and product surrounding the manure event will also be removed and disposed of. The waste will be placed in a trash receptacle far from the production area.

Possible **chemical hazards** to land include an inadvertent chemical spill occurring in the production area. If a chemical spill occurs, the soil and area will be treated according to label recommendations and the Washington State Department of Agriculture will be notified if the scope of the spill is of reportable size and significance to public health.

**Physical hazards** associated with land include the presence of foreign material such as golf balls, scrap metals, or trash. During preparation of the soil each season, the tractor operators vigilantly scan for the presence of such physical hazards to production and remove any hazards that may damage equipment or harm workers.

A pre-harvest assessment of all fields is conducted to ensure that land, equipment, and facilities are in good condition for harvest operations. Items in the assessment include field sanitation facilities, harvest and transportation equipment, and possible contamination by animals, chemicals, fuels, etc.

### Irrigation Water / Potable Water

Surface waters and wells are protected from livestock. Controls are in place to minimize contamination of agricultural waters from other farm or animal operations. Well water must be tested for harmful microorganisms once a year, and surface water must be tested three times per growing season. Available local, state and federal analysis from irrigation districts and major waterways are acceptable for irrigation water. Water applied to harvested product must have a water test on file from the current growing season. All water analyses documentation is available on file.

**Biological hazards** associated with irrigation water include contamination with biological organisms of human health significance. The water is tested by a professional laboratory and the results are carefully analyzed upon receipt.

**Physical hazards** associated with irrigation water include the structural failure of center pivots and debris in large canals. Employees check the structural integrity of pivots before irrigation

commences, and ensure that the systems are properly maintained. Canals are largely maintained by the irrigation bureaus who mitigate risk to their employees working with the systems via education, proper training, and oversight. The canals are routinely inspected for foreign material and debris.

### Manure

Composted manure and other organic fertilizers may be applied, depending on the field, season, and crop rotation. Applications of organic fertilizers is always in keeping with assessed risk and application mitigates potential impacts to human health.

### Pesticides and Fertilizers

Any pesticide, fertilizer or growth regulator applied to the potato crop either pre-harvest or post-harvest is documented and kept on file. These records are often digital and kept within a service provider's database, accessible easily and quickly by computer or mobile phone. Company personnel applying regulated material have their name and pesticide license on file. Company workers handling pesticides and fertilizers are knowledgeable of the purpose and proper use of the product(s).

In the production, transportation and storage of the potato crop, only those pesticides that are lawfully registered under the Federal Insecticide, Fungicide and Rodenticide Act and other applicable laws and regulations and which are labeled for use on potatoes by all applicable laws and regulations are used.

**Biological, chemical and physical hazards** associated with pesticide use and application are mediated by instructing employees to always strictly follow the label specification in accordance to state and federal law. Employees report spills of product to management and are trained to identify the risks of exposure, use protection equipment, and employ proper application techniques.

### Equipment

Harvesting and transloading equipment is cleaned and washed before use, and the date of cleaning and washing is documented and kept on file.

Food grade lubricant is used on all product contact surfaces and contact areas of equipment.

Before and during harvest, equipment is cleaned and maintained to prevent contamination from leaking oil, industrial lubricants, or faulty parts. Product contaminated with oil, grease and any other source of foreign material is disposed of and put into garbage containers. Equipment is cleaned, washed and inspected after a contamination event.

Light bulbs, glass and plastic on harvesting equipment are protected so as not to contaminate produce or fields in case of breakage.

Should glass break on harvesting equipment, workers will cease operation immediately. Product contaminated with broken glass or plastic will be disposed of and put into garbage containers which are emptied regularly. Equipment will be cleaned, washed and inspected after a contamination event.

Workers are instructed to inform supervisors of equipment leaks or breaks. Any evidence of leakage or breakage contamination will result in a cessation of work until the issue is resolved.

Vehicles that were previously used to haul domestic sewage, manure or hazardous material are not used for transporting potatoes.

Vehicles used to transport potatoes are cleaned and washed before harvest.

Vehicles transporting potatoes are not used to haul any other products during harvest.

Vehicles leaving the farm and traveling specified distances on public roadways will utilize tarps or coverings to protect the product.

Our farm primarily utilizes water trucks and tankers for dust control. The trucks are cleaned each year before use, and the dates of sanitation are noted in the log. The trucks are filled with water that has been water tested; such as well or irrigation source water. We do not fill the water tanks or trucks with anything other than water when not in use.

**Chemical and physical risks** associated with vehicle use include leaking of fuel lines and oil seepage. These risks are mitigated by properly maintaining and cleaning equipment before use each season. Farm managers and employees are trained to look for leakages on equipment and report it for maintenance. Physical risks associated with vehicles and equipment is mitigated by avoiding glass components on tractors and implements, and ensuring that the implement parts are secured and in proper working order before entering a production area.

Equipment repair procedures: At our farm, the bulk of equipment maintenance and repairs occurs in the winter months and offseason. At the end of each season, the equipment is cleaned, inspected, and stored. Any routine repairs such as oil changes are completed.

Equipment cleaning procedures: Equipment is thoroughly cleaned at the beginning of each season and before use. We use water that has been tested to clean equipment. Antimicrobial agents are also used in the cleaning process. The employees record their progress in equipment cleaning in the log.

Equipment storage procedures: Small equipment is stored inside and out of the weather whenever possible. Tractors, trucks, harvesters and planters are stored outdoors in a location

that prevents contamination. Tractors are not used to move manure and company owned trucks are not used during the off-season to haul anything other than potatoes.

Product contaminated from oil, grease and any other source of foreign material will be disposed of and put into garbage containers. Equipment will be cleaned, washed and inspected after contamination.

Soil that has contacted fuel or oil will be scooped away and disposed of in a dumpster away from the production site. In order to prevent major spills or contamination, fueling is conducted in a designated area. Additionally, oil changes and maintenance of hydraulic systems occur within the designated shop area whenever possible.

Equipment is carefully inspected before use for signs of oil, fuel, and fluid leaks. During the annual equipment cleaning, employees check for physical hazards such as loose bolts or parts that are not well secured.

Vehicles, equipment, tools, and utensils are never used to move manure or located near point-source contaminations, such as livestock pens.

Additionally, foreign material is not permitted in the field which could cause a physical hazard, such as loose tie-wire and unmarked metal stakes. Employees are aware of the dangers of foreign material and scout for physical hazards during the growing season and harvest.

### Worker Health and Hygiene

On our farm, smoking, chewing tobacco, chewing gum, eating, drinking, defecating, urinating and spitting are prohibited anywhere in the growing, storage, transload, and production areas. Signs are posted as reminders. Employees caught doing any of the aforementioned violations are subject to our disciplinary policy.

Consumption of food and drinks are restricted to the designated location at least 50 feet away from harvested or unharvested product. Enclosed vehicles may be used as a designated location if they are outside of the field and away from the product.

Bottled water may be consumed inside the production and harvest area, but must be commercial bottled water or from a source with a water test within the last year. The bottle must be clean and composed of shatter-resistant plastic.

All workers have been trained in good hygiene policy and practices. Dates of training for each worker are documented and kept on file.

All visitors, contractors and employees must adhere to these policies upon entry to the location of the field crop or wherever the crop may be handled.

The food safety officer and/or farm manager is responsible for educating employees and visitors on the farm's policy with regard to hand sanitation, location of acceptable areas for consumption of food, and use of tobacco products. He/She will maintain the responsibility of placing appropriate placards to indicate where designated hand washing, eating and tobacco use areas are to be located on the premises.

All workers and visitors must use restrooms provided. Restrooms have water to wash with, single-use hand towels, toilet paper, and hand soap. One toilet facility and one hand washing facility are provided for each 20 employees or fraction thereof. Signs are posted in all bathrooms instructing employees to wash their hands before beginning or returning to work.

All employees must wash hands before starting work, after using restrooms, after eating, and before returning to work after any break. After eating or using the toilet, employees must use soap, water, and a single-use hand towel. **Water used for hand washing and cleaning must meet the safe drinking water standard, and water tests are kept on record.**

All sanitation units are cleaned and resupplied, with the date of service located in the unit and cleaning records kept on file. All sanitation units are easily accessible for servicing and for emergency cleanup. Care is taken to place sanitation units where any spills will not result in contaminated food product.

If a portable toilet is tipped over, damaged or leaking, it will be repaired or replaced immediately. Contaminated soil around it will be removed. Workers are instructed to inform supervisors of leaks or evidence of leakage contamination near toilets.

Bottled water is provided to all workers, and receipts of purchase are available on file. Only bottled and/or potable water is acceptable in work areas. It must be stored in clear plastic bottles with a closure and stored below the product flow zone. While bottled water is preferred for field workers, potable water from a source with a water test within the last 12 months may be permitted.

Workers are not permitted to wear jewelry, watches, clothing with sequins or studs, bobby pins, false eyelashes and eyelash extensions, long nails, false nails, and nail polish. A worker may wear a single gold band if there are no stone insets. If nail polish has been applied to the hands, it must be covered with gloves.

Employees with exposed boils, open sores, open and/or infected wounds or any source of abnormal contamination are prohibited from contact with product and food packaging. Bandages must be covered with a non-porous covering such as a plastic glove. In the unforeseen instance where labor is supplied by a contracted company, this policy is available, along with other food safety policy guidance for the contracted crew. Workers are instructed to report illness and injury their supervisors immediately. Workers who show up sick are sent home. Workers experiencing gastrointestinal distress are sent home. All workers know the location of clean first aid supplies. Records of worker illness and injury are kept on file.

### Glass Policy

Glass and brittle plastic containers are not permitted in fields, storages, packing facilities or near the harvest operation.

Light bulbs, glass components, and plastic coverings on harvesting equipment are to be protected so as not to contaminate produce or fields in the case of breakage.

Should glass or brittle plastic break on harvesting equipment, workers will cease operation immediately. Product contaminated from broken glass or brittle plastic will be disposed of and put into garbage containers which are emptied regularly. Equipment will be cleaned, washed, and inspected after contamination.

Glass light bulbs on center pivots occur only over the pad. Glass lights on pivots do not extend over the product. During routine pivot inspections, workers will observe the light bulbs so that any broken or malfunctioning light is identified quickly and is not a source of contamination. In the event that the pivot lightbulb should break, product within 30 feet of the pad will not be harvested.

### Blood and Body Fluids Policy

Product that has come in contact with blood or other body fluids will be disposed of, burned or put into safe garbage container. Machinery that has come into contact with blood or other body fluids will be disinfected with bleach or other safe disinfectant. As with fecal contaminants, a 'no harvest zone' of a 5-ft radius will be observed around any blood or body fluid event in the field.

Workers are instructed to inform supervisors of product or equipment contact with blood or other body fluids, or any evidence of contamination.

### Infant and Toddler Policy

Infants and toddlers are not permitted in the production area. Small children may not enter storage facilities or contact harvesting equipment. Small children may never be present near or around the harvest crews.

### Visitors

All visitors to the farm are required to sign a log sheet upon entry.

### Garbage Management Policy

Garbage containers are provided and maintained in the eating area.

## Pest Control Program

Large animal pests include deer, coyotes, geese, ducks, and other migratory birds. These large pests are controlled using noise deterrents within the legal protective parameters of state and federal wildlife regulations. Large pests are chased from fields using the honking of vehicle horns, shouting, human foot traffic where possible, and waving of arms.

Small pests consist mainly of rodents. Potatoes undergo several stages of tilling and cultivation, which assist in control of the small pest population. Potato fields are treated in the spring or previous autumn with a fumigant to control pathogenic fungi and nematodes. The fumigant application process may involve a deep shank injection application followed by a water seal. The process turns over the soil and causes a disturbance, creating habitat that is not conducive for rodents. Planting of potato seed results in creating furrows in the soil and placing the seed pieces and fertilizer applications an average of 6 to 8 inches deep. This process disrupts rodent dens. After emergence, the common practice of hilling pushes additional soil onto the base of the potato plants from the furrow. This disturbance is unfavorable to rodents. Any rodents that may have tried to establish populations in the field at the time of harvest are readily disturbed and displaced in the digging process.

Potato packaging occurs within the packinghouse. Packaging materials are stored at the packinghouse location, thus are not present at the farm/ranch site or observable under the scope of this audit.

Harvest equipment primarily consists of large tractors which pull diggers with chains that carry potatoes from the ground and onto a truck through a conveyance process, eliminating vines and soil. Tractors and harvesters are stored outside in an open and clean area. Tractors and harvesters are open to the weather and do not offer the secure and confined habitat preferred by small rodents. Rodent nesting is not common on the harvest equipment when not in use. Prior to each harvest season, the tractors and harvesters are carefully inspected and cleaned. All possible sources of contamination are washed from the equipment using water that has been tested and an antimicrobial agent.

Rodents are controlled in the storage areas for tools and equipment undergoing repairs. Additional storage areas include chemical sheds and maintenance outbuildings. Rodents may be controlled through bait stations and mechanical traps, depending on the location and specific rodent control need.

Where a third part rodent control service is used, records of bait stations and applicator licenses shall be available with pesticide application records. Bait stations and other pest control pesticides are NEVER used inside structures and never used in proximity to potato product.



## Security

All irrigation, planting, harvesting and transportation equipment is routinely inspected for unauthorized use or potential incorporation of unauthorized chemicals or substances into the water, chemical application system, or equipment.

All fields are routinely monitored for unauthorized entry. Workers are instructed to conduct visual inspection in the field, on harvesters, at transload, and other product sites to remove foreign material.

Training on farm security, theft prevention, acts of sabotage, and risk of criminal activities has been provided to management on the farm and records of training are kept on file.

## Storage and Transportation

Storages are sufficiently sealed to be protected from external contamination by birds, rodents and other pests. Door seals are checked each year. Rodent traps, when present, are always outside of storage buildings and are regularly emptied and serviced.

Nonfood-grade substances such as pesticides, fertilizers, lubricants and paints are not stored in the product storage facility. Storage facilities and surrounding areas are inspected for cleanliness, condition, and foreign material prior to loading with product. Documentation is on file showing date of inspection and inspector's name.

Potato storage buildings are thoroughly sanitized and climate control equipment cleaned prior to loading each year. Records are kept of sanitizing schedule, personnel responsible, and methods used.

Measures are taken to exclude animals and pests from the storage facility. There is an established pest control program for the storage facility. Service reports for the pest control program are documented and on file.

Potable water is used for cooling and humidification. Water tests are available on file.

Prior to loading, conveyances are clean, in good physical condition and free from disagreeable odors. Equipment used to move product is never loaded with potentially contaminating substances. Conveyances are maintained so that minimal damage to product occurs. All product is transported to storage or packing/processing facility in a way to avoid extremes in temperature that might damage product.

Temperatures of the stored potatoes are regularly checked and recorded in a log. If temperature monitoring is not done automatically by a computer monitoring system, a handwritten log is kept.

## FRUIT AND VEGETABLES

### FV 1 Internal Documentation

FV 1.1 A procedure is in place to manage and control documents and records? (MAJOR MUST)

Instructions to growers: Create a SOP describing the management of documented information, including a method of tracking and documenting changes to ensure employees are accessing the most recent version.

FV 1.2 Records for auditing purposes are up-to-date. Records are kept for a minimum period of two years, unless a longer period is required (MAJOR MUST)

Instructions to growers: Food safety records are required to be kept for at least two years under the GLOBALG.A.P standard. Keep copies of past GAP notebooks and supporting records to show to auditors.

FV 1.3 The producer completes a minimum of one self-assessment/internal audit annually to the standard (MAJOR MUST).

Instructions to growers: Establish and implement a program of inspections to ensure the site and equipment are routinely maintained in a condition to ensure food safety. Create a checklist and file inspections and actions taken by date, signed by the inspector.

A simple way to conduct and record a self-assessment is to print out the GLOBALG.A.P checklist, read the questions one by one, and mark with pen all items you have addressed in your food safety plan with a check. Items that still need to be addressed can be circled, and you can hand write how you addressed the deficiencies.

FV 1.4 Effective corrective actions are taken as a result of non-conformances detected during the internal self-assessment/internal audits (MAJOR MUST).

Instruction to growers: Record all items from the checklist that were not in compliance with the standard. List all items needing attention, and state how the item was addressed and corrected. If there is documentation about how the item was corrected (invoices, photographs, logs, etc.) have this information available for the auditor to review.

### FV 2 Continuous Improvement Plan

FV 2.1 A continuous improvement plan is documented (MAJOR MUST).

Instructions to growers: This is a relatively new requirement. Establish a general plan for how improvements may be made on the farm over a set period of time. Maintain records of

improvements and dates completed. If the activities could not be completed as planned, write down an explanation for why. Improvements could include comprehensive training of workers, acquiring modern equipment, improving energy or fuel efficiency, or any other activity related to this standard.

Instructions to growers: Keep records on file showing dates of new procedures or policies implemented, outcome of efforts with evaluation dates, and further actions. Also record new trainings implemented.

## FV 3 Resource Management and Training

FV 3.1 The roles and responsibilities of workers whose jobs have an impact on the implementation of the standard are defined (MAJOR MUST).

Instructions to growers: Generate and update a document showing organizational structure and identifying job functions and responsibilities of employees whose activities affect food safety. Include their contact information. Also generate a document with the name, title, and contact information for the farm employee responsible for compliance with worker safety standards. A brief list of the programs and compliance standards this employee is responsible for may also be included (OSHA, L&I, WSDA, H2A regulations, etc.)

FV 3.2 Individuals responsible for technical decision-making on inputs can demonstrate competence (Major Must).

Instruction for grower: If your fieldman is a certified crop consultant, ask for proof of his/her certification and have it available on file. If the fieldman is operating under the commercial consulting authority of a business, ask for training records, certifications, and copies of consulting licenses to show to the auditor. If you make decisions yourself, include any training or certifications you have completed. In the absence of trainings and certifications, demonstrate that you and your employees have access to extension publications and guidance that offer fertilizer recommendations.

Demonstrate that your crop advisor or fieldman has the training or is working under the supervision of someone with training at the company. If you are making crop protectant decisions yourself, state where you are getting your information. This could be extension bulletins, research publications, etc.

Include the applicator license and any training information for farm managers or contracted company in charge of sprout inhibitor applications.

FV 3.3 Worker training includes the necessary skills and competencies and is supported by records (Major Must).

Instructions to growers: Have a list of all employees who handle products on your farm, including consultants, aerial applicators, and contracted spray/fertilizer/fumigation companies. Have copies of each pesticide applicator license and keep on file for the auditor to review. Have a record of worker trainings, certificates, or other relevant qualifications.

Name of Applicator	License Number	Date of Expiration

FV 3.4 Records of all training activities are kept (Major Must).

Instruction to growers: Have employee training signature pages on file. Include any additional training topics in the syllabus below. Training DVDs and documentation forms are available from the Washington State Potato Commission, in addition online training videos and resources can be found here: <https://www.potatoes.com/resources-and-education>. Have copies of CDLs and pesticide applicator licenses as appropriate.

Food Safety Worker Training Syllabus

- Introduction to the Farm
- Location of first aid kits
- Management structure
- Location of bathrooms
- Where to park vehicles
- Restroom habits
- Hand washing
- Glove policy – no gloves inside restrooms
- Cleaning logs
- Illness and injury
- Reporting
- Blood policy
- Policy for illness
- Policy for other illnesses and injuries
- How to properly lift heavy objects
- Equipment
- Safety around chains, belts and moving parts
- Food policy on diggers and tractors (cleaning, maintenance, safety)
- Food safety policy for trucks (cleaning, maintenance, safety)
- Cleaning (proper antimicrobials to use, proper technique)
- Oil and fuel contamination policy
- How to communicate with tractor drivers
- Safety rules for employees riding harvesters
- Visitor reporting
- No toddlers
- Must sign in

No pets  
Food and breaks  
Designated break areas  
Drinking water policy  
Apparel  
Glove policy  
Worker PPE  
Worker clothing  
Jewelry  
Security  
Reporting suspicious activity  
Security features on farm (lights, fences, alarms)  
Identifying acts of terror or sabotage  
Misc

- a. Question and answers
- b. Additional details from food safety policy section of handbook

## FV 4 Outsourced Activities (subcontractors)

FV 4.1 The producer ensures that outsourced activities comply with the principles and criteria of the standard which are relevant to the services provided (Major Must).

The primary subcontractors utilized on our farm are fertilizer and chemical applicators, including aerial applicators. The contractors receive training from the Washington State Department of Agriculture and have active pesticide applicator licenses. During harvest, subcontracted trucking companies may be used to move harvested product. All contractors, including trucking companies, are required to abide by our food safety policies and sign a form agreeing to uphold these standards.

# (Insert Name) Farms

## FOOD SAFETY AGREEMENT FOR CONTRACTORS, SUB-CONTRACTORS and TRUCKS

All contractors and sub-contractors hired by (FARM NAME) must abide by the food safety policies and standards specified by our farm. A summary of key food safety policies is attached, and a thorough list of all food safety requirements can be obtained from our office.

All contractors and sub-contractors must date and sign the below statement, confirming their receipt of our food safety policy guidelines and understanding of our requirements. **Only one signature page per company is requested.**

This agreement applies to the following:

- Chemical applicators
- Fertigation specialists
- Aerial spray applicators
- Weeding crews (if used)
- Harvest crews (if subcontracted crews are used)
- Transport crews

Contracted Company Name: \_\_\_\_\_

I hereby attest that our company and employees have been briefed on the food safety policies and practices required by (Insert Name) Farms. Our employees and any sub-contracted employees will abide by all policies and requirements, as established and maintained by the (Insert Name) Farms food safety officer.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

DATE OF CLEANING FOR ALL TRUCKS TRANSPORTING SEED OR FRESH POTATOES

DATE: \_\_\_\_\_

SIGNATURE OF RESPONSIBLE PARTY: \_\_\_\_\_

NAME OF RESPONSIBLE PARTY (PRINTED): \_\_\_\_\_

# **(Insert Name) Farm Food Safety Agreement**

## **SUMMARIZED FOOD SAFETY POLICIES FOR CONTRACTORS AND SUBCONTRACTORS**

### **Employee Hygiene, Safety, and Conduct:**

Cell phones may never be used while scaling equipment, standing over product on belts, or working on the vine-pulling table. Cell phone use must be limited to times of necessity and never inhibit food safety or the safety of the employees. Cell phones should be stored in secure pockets below the level of product belts if employees are standing at the vine-pulling or sorting tables.

Contractors must wash their hands before beginning or returning to work. Signs are posted in designated areas.

All visitors to the location are required to follow proper hygiene procedures. On our farm, smoking, chewing, eating, drinking, defecating or spitting are prohibited anywhere in the growing and production areas. Signs will be posted as reminders.

Smoking or eating is prohibited on the transload machinery or around the product. Consumption of food and drinks, as well as smoking, are conducted in a designated location 50 feet away from harvested or unharvested product. Enclosed vehicles may be used as a designated location. Bottled water is acceptable in the work area provided it is in clear plastic containers and stored below the product flow zone. Glass containers are not allowed in the fields, storages or near the harvest operation. Garbage containers are provided and maintained in the eating area.

Workers who are ill or exhibit symptoms of infectious conditions are prohibited from handling product or entering the production area.

Product that has come in contact with blood or other body fluids will be reported to supervisors so that contaminated produce can be discarded. Product that has come into contact with blood or other body fluids will be disposed of, buried, burned or put into safe garbage container. Machinery that has come into contact with blood or other body fluids will be disinfected with bleach or other safe disinfectant. First aid kits are available for all employees. Any cuts or abrasions must be immediately reported to supervisor and properly bandaged.

Contractors must always be on the lookout for foreign material such as glass, metal, packaging materials, rocks, bones, personal effects, insects, rodents, or feces. Any type of foreign material needs to be removed from the product and taken out of the field.

Contractors must watch for potential chemical hazards such as pesticides, oils, and fuels. Any type of leak or spill needs to be reported to the supervisor for immediate attention. Keep any type of chemical containers away from product and raw product storage areas.

Contractors applying fertilizers, herbicides, and crop protectants to our fields must have current applicator certifications or be working under a supervisor with a current certification. Employees must be properly trained in accordance to their responsibilities.

### **Equipment Cleaning, Calibration, and Maintenance:**

All equipment used in the production area must be cleaned, with records of cleaning kept on file. Equipment should be cleaned using a water source that has had a water test in the last year. Equipment must be inspected for contamination prior to use. Equipment is not used to transport manures, trash, or other potential sources of contamination.

All equipment should be carefully calibrated prior to use, in accordance with industry standards.

All equipment must be regularly serviced and maintained as to not be a source of contamination in the field. Oil leaks, worn belts, and other maintenance issues must be resolved before using contracted equipment on our farm.

## **FV 5 Specifications, Suppliers, and Stock Management**

**FV 5.1 Specifications and procedures for materials and services that are relevant to food safety are available (Major Must).**

**Instructions to growers: All outsourced processes, products, and materials impacting food safety should be identified, documented, and controlled. A procedure for the evaluation, approval, and continued monitoring of suppliers which have an effect on food safety shall be established, with a procedure for securing product and services in an emergency. The results of evaluations, rejections, and follow-up actions shall be recorded.**

### **Farm Inputs and Suppliers**

The primary inputs into potato production include fertilizer, ag chemicals, and equipment. Packing material and onward process steps are out of scope of this audit and managed by the next step in the supply chain.

#### Fertilizer:

- The primary supplier of fertilizer for our farm is \_\_\_\_\_ (insert name) \_\_\_\_\_.
- Alternate suppliers of fertilizer on our farm include \_\_\_\_\_ (insert names of alternate) \_\_\_\_\_.

All fertilizer suppliers are evaluated for lawful operation (official business) and use of fertilizer products conforming with prevailing regulations. Commercial fertilizer conforms to requirements for accuracy of formulation, and custom mixes are accompanied by supporting



records. If circumstance warrant procurement of fertilizers from another source, these same parameters will be used for evaluation and approval of the new supplier.

Ag chemicals:

- The primary supplier of ag chemicals for our farm is \_\_\_\_\_(insert name)\_\_\_\_\_.
- Alternate suppliers of ag chemicals on our farm include \_\_\_\_\_(insert names of alternate)\_\_\_\_\_.

The only permissible ag chemicals applied to the potato crop are those authorized by the EPA and prevailing regulations. Specifications of these ag chemicals are clearly outlined on their labels. Ag chemicals are only procured from reputable sources.

Crop consultant services:

- The primary supplier of consultation services for our farm is \_\_\_\_\_(insert name)\_\_\_\_\_.
- Alternate suppliers of consultation services on our farm include \_\_\_\_\_(insert names of alternate)\_\_\_\_\_.

Crop consultants are either employed by reputable agencies or have demonstrated proof of credentials. Acceptable credentials may include university degrees, consultancy licenses, employment with a licensed consultancy firm, employment by an extension or producer-support agency, and employment by an ag chemical provider.

Equipment:

- The primary supplier of equipment for our farm is \_\_\_\_\_(insert name)\_\_\_\_\_.
- Alternate suppliers of equipment on our farm include \_\_\_\_\_(insert names of alternate)\_\_\_\_\_.

Equipment is only procured from authorized sources and is always fit for purpose. Equipment is designed and maintained according to recommended service guidelines.

Seed:

- The primary supplier of seed for our farm is \_\_\_\_\_(insert name)\_\_\_\_\_.
- Alternate suppliers of seed on our farm include \_\_\_\_\_(insert names of alternate)\_\_\_\_\_.

Our farm uses only certified seed, as regulated by the USDA. Seed records are maintained on file, for traceback purposes. When seed cutting and treatment are conducted by a contracted agency, the records of these activities are kept on file. For proprietary cultivars, records on file with the seed grower indicate authorization to plant the propagate and sell the seed to producers.

**FV 5.2 An inventory is in place to manage stock on site (MAJOR MUST)**

**Instruction to grower: During the growing season, maintain an inventory of any fertilizer and plant protection product stored on site, incoming, and used. An initial starting inventory for each product and each restock event should be kept. The auditor may check to see if inventories can be reconciled with purchase invoices and use records.**

If a service provider overseas chemigation via provided totes, ask for their service records and have these available for the auditor. The service provider should be able to offer an inventory of unused product that was collected and transported to their facilities as the end of the season.

This farm does not handle finished product or work in progress. The packinghouse and processor manage this next step in the supply chain, and these activities are out of the scope of this audit.

Potatoes in their raw form are stored and used according to appropriate shelf life. Bulk potatoes in storage are removed within the 1-year period between harvest and the storage of the new year's crop. The storages are vacated, cleaned, and piled with the new potatoes. Cleaning products, pesticides, and ag chemicals are used within the noted shelf life and are fit for purpose, as noted in the above supplier policies.

## FV 6 Traceability

FV 6.1 All registered products are traceable back to and from the registered farm where they were produced and handled (where applicable) (Major Must).

**Instructions to growers: Conduct and document a traceability test annually.**

A traceability program is established for the operation. Each seed lot, production field, harvested load, storage facility, and delivered load has a unique identifier and records are kept for all of the operation's product. Each storage building has records of the production field(s) held in building.

Potato seed is purchased each year. Records are kept of which seed grower supplied each seed lot purchased, as well as which field the lot was planted in. In addition to the seed purchase records, the actual certified blue tags verifying the quality of the seed are kept on file. Seed and planting records allow for lots to be traced back to their original supplier in the event of a recall. During harvest, records are kept of where potatoes from each field were placed. Some harvested field products are directly sent to the processor or packinghouse. The product grown in some fields is stored. The harvested product may be stored in our storage sheds prior to packing or processing. Using a system of field identification numbers, potatoes can be traced back and forward during each stage in the process. Both the packinghouse and processor records define lots by date, allowing alignment and cross referencing with our records to efficiently trace the movement of potatoes. Packinghouses and processors also conduct mock recalls and trace-back exercises to ensure their traceability systems are in keeping with food safety guidelines.

Sample blue tags from potato seed purchased and planted are available for inspection.

Each seed lot, production field, daily harvested product, storage facility, and delivered load has a unique identifier and records are kept for all of the operation's products. Each storage building is accompanied by records of the production field(s) held in building.

Elements of traceability program:

1. Seed purchase records are kept on file
2. Fields are numbered, and all harvest records reference this field coding system
3. Dates of planting, harvest, and shipment from storages are kept on file
4. Date of delivery to buyer is kept on file for all products

### TRACEABILITY EXERCISE - POTATOES

Name of Operation: \_\_\_\_\_  
Exercise Start Time: \_\_\_\_\_  
Exercise Completed Time: \_\_\_\_\_

#### **Trace Forward**

Receiver Name and Contact Information: \_\_\_\_\_  
Date and Time Contacted: \_\_\_\_\_  
Description of Product (LOT #s, shipping receipts, etc.): \_\_\_\_\_  
Markings on Containers and Descriptions (50lb sacks, bulk shipment, etc.): \_\_\_\_\_  
Documentation of Trace-Forward from Customer: \_\_\_\_\_

#### **Trace Back**

Field Harvested: \_\_\_\_\_  
Days Harvested: \_\_\_\_\_  
Storage Number and Time Product was Put into Storage: \_\_\_\_\_  
Applicable Truck Tickets: \_\_\_\_\_  
Date(s) of Planting: \_\_\_\_\_  
Seed Source(s): \_\_\_\_\_  
Name of Seed Cutter: \_\_\_\_\_  
Seed Treatments Applied: \_\_\_\_\_  
Amount of Product Accounted for in Exercise: 100%

Completed by:  
Date:

## FV 7 Parallel Ownership, Traceability, and Segregation

FV 7.1 An effective system is in place to identify all products originating from GLOBAL G.A.P. certified processes and segregate them from products originating from noncertified processes (Major Must).

Instructions to growers: Depending on the operation, all acres may be certified using GLOBALG.A.P. However, if you have both fresh and processed acres, you may wish to GAP certify them separately.

Select the appropriate response for your farm:

1. All potatoes produced on the farm are certified under GLOBALG.A.P and no segregation is necessary.
2. All potatoes destined for fresh pack on our farm are GLOBALG.A.P certified. We also grow potatoes for processing that are certified under USDA GAP. These potatoes are either harvested and sent directly to the processor or processor storages or are stored on the farm in our own storage facilities. The storages for fresh pack potatoes are never comingled with the storages for processed potatoes.

FV 7.2 The GLOBAL G.A.P. Number (GGN) is indicated on all final products originating from certified production processes when registered for parallel ownership (Major Must).

Instructions to growers: In most cases, this question will not be applicable for potato growers. Most potato growers own the product outright and farms are their own legal entity.

FV 7.3 A final verification step is in place to ensure correct dispatch of products originating from certified and noncertified production processes (Major Must).

Instructions to growers: This will apply only if you have potatoes on your farm that are not going to be GLOBALG.A.P certified. If you have acres that are certified under a different GAP audit scheme, demonstrate that there is a method in place to ensure produce coming out of storages are tracked and labeled accordingly.

FV 7.4 Products that are purchased from different sources are identified (Major Must).

Instructions to growers: As GLOBALG.A.P is currently a field audit and not a packinghouse audit, this will not be applicable to most potato growers. Only in cases where a grower might purchase product from another grower to fulfill a quota would this be of concern. Most growers don't purchase and comingled product on their farm. This is done at the packinghouse and would be part of the packinghouse food safety and traceability program.

## FV 8 Mass Ballance

FV 8.1 Sales records are available for all quantities sold for all registered products (Major Must).

Instructions to growers: Ensure that someone is present on audit day to demonstrate the tracking and sales of your potato product. You may need to partner with the packinghouse to get the information needed for this question. How sales records are kept, how invoices are paid to the grower, and how product is marked as GLOBALG.A.P certified will be what the auditor is interested in seeing.

FV 8.2 Are quantities (produced, stored, and/or purchased) are recorded and summarized for all products (Major Must).

Instructions to growers: How this is tracked will vary by farm. Have samples of how this is tracked at your operation. Show the auditor how truck tickets are used to track loads, how bulk storage capacity is estimated, and the final packing or processing records for the buyer. If your farm weighs trucks coming out of the field at harvest to get accurate records on product going into storage, demonstrate how these records are kept.

FV 8.3 Documented procedures are in place to manage the recall and withdrawal of products from the marketplace, and such procedures are tested annually (Major Must).

Instructions to growers: Each year you must do a complete mock recall on the farm. Ensure that you can demonstrate not only the ability to recall product but can trace one step back and identify where your seed came from for each field. Include truck tickets, packing information from shed, and/or any other information associated with the recall exercise.

## FV 9 Recall/Withdrawal Procedure

FV9.1 Documented procedures are in place to manage the recall and withdrawal of products from the marketplace, and such procedures are tested annually (Major Must).

Instructions to growers: Provide documentation that includes the types of events that may result in a recall and withdrawal, the persons responsible for making decision on the possible recall and withdrawal, and mechanism for notifying the next step in the supply chain, the notification of relevant authorities when required, steps taken to contact the certification body, which may in turn contact the GLOBALG.A.P. Secretariat, and the methods for reconciling stock.

Each year you must do a complete mock recall on the farm. Ensure that you can demonstrate not only the ability to recall products but can trace one step back and identify where your seed came from for each field. Include truck tickets, packing information from shed, and/or any other information associated with the recall exercise.

Our farm’s recall team includes the following individuals (**List Names**). Mock recalls are conducted annually at our farm for each product, and the exercise is overseen by our designated food safety officer. The recall is signed (by hand or digitally) and dated upon completion, and any lessons learned during the exercise are documented.

**Potato Mock Recall**

Signature: \_\_\_\_\_

Date completed: \_\_\_\_\_

Lessons learned: \_\_\_\_\_

**Mock Recall**

**Date:** \_\_\_\_\_

(**Farm Name**) provides potatoes to a processor and/or a fresh packinghouse from storages and directly from the field.

**Mock Recall Scenario – Fresh Packing Direct from Field:**

Glass is found in the packing line while running potatoes from our farm.

**(Date):** \_\_\_\_\_

8:00 a.m. Packer notifies our farm there is glass in the boxes they are packing from the farm.

Packinghouse name: \_\_\_\_\_

Food safety officer and key recall contact for packinghouse: \_\_\_\_\_

Email of packinghouse contact: \_\_\_\_\_

Phone number of packinghouse contact: \_\_\_\_\_

8:10 a.m. Food safety officer retrieves the truck ticket for the load being run from packing house. The date harvested, variety, and field number are noted

Packinghouse lot number: \_\_\_\_\_

Field number: \_\_\_\_\_

Date harvested: \_\_\_\_\_

8:12 a.m.: The Food Safety Officer is able to use their trace-back and trace-forward maps of where each truck was being loaded to identify the location in the field. The farm manager calls their crew and stops the digger associated with the glass contamination and inspects equipment for any residual glass.

8:30 a.m.: The field crew identifies where in the field the broken glass was and inspects the area for any remnants of glass. Any remaining glass in the field is shoveled into a secure container to be discarded. Additionally, the digger that encountered the glass is thoroughly inspected and cleaned, along with all trucks associated with the contaminated load.

8:45 a.m.: Using the packing house trace-back digital tracking system, all boxes contaminated with glass are identified and discarded. The entire lot is discarded at a landfill. At the packinghouse, the product was placed on a hold. The hold occurred in accordance with packinghouse procedure.

On the farm, holds occur by two methods. The truck bearing the contaminated or suspected-to-be contaminated load is parked in an area apart from the production site to ensure contamination will be contained. The managers are informed that the truck is carrying a load under hold and not to be moved until instructed by the food safety officer. The second method of putting product on hold is ceasing harvesting of potatoes yet to be dug in that field, effectively placing unharvested product on hold until the situation can be resolved.

## FV 10 Complaints

[FV 10.1 A complaint procedure relating to both internal and external issues covered by the standard is available and implemented \(Major Must\).](#)

### **Complaint Evaluation Policy**

Complaints or comments from customers are handled as follows:

Buyer complaints:

Quality issues: We modify chain speeds, time of digging (earlier/later in day), and handling practices to address any noted undesirable occurrence observed by buyer or noted by our staff while piling into storage or fresh packing. During the grading process for potatoes, our payment from the processor is based on quality grade ratings. We will work to address client concerns by fluctuating harvest times and negotiate a modified payment schedule with the buyer based on quality evaluations as needed.

Food safety issues: If food safety issues, such as broken glass occur, we follow procedures listed in our policy handbook for handling recalls. Problems and their solutions are noted in our book.

General queries from the public:

Quality issues: We take general queries from the public on a case by case basis. Members of the public may call and ask if we grow certain types of potatoes or have other questions. We address all queries respectfully and in accordance with the spirit of their request.

**Food safety issues:** General questions about food safety and the audits our farm undergoes are answered for the general public in respect to the spirit of their inquiry. Members of the public may ask about how food safety is handled on our farm, and we can offer insight into our food safety policy in the context of industry best practices.

All complaints are taken seriously, as they result in lost income and productivity for our farm. Any food safety related complaint will trigger immediate action, such as product destruction and recall, as noted in our supporting documents.

**Complaint Log**

Date of Complaint	Name of Concerned Party	Problem reported	Resolution

Growers can also use grading reports from the processors as documentation of customer input on quality of potatoes sold.

FV 10.2 Workers are informed of their rights related to the standard, and there is a grievance mechanism available and implemented through which workers can file complaints confidentially and without fear of retaliation. (Major Must).

Instructions to growers: Provide documentation that includes how workers are informed of their rights to file complaints confidentially to their employer, and documentation of a policy to resolve claims and complaints. Include where and how to file and time expected to resolve the issue. Post documentation in common areas for workers in their language.

**FV 11 Non-Conforming Products**

FV 11.1 Procedures are in place to manage and handle non-conforming products (Major Must).

Non-conforming products may be identified directly in the field prior to harvest or may be identified in storage conditions. Non-conforming product identified as such in the processing line or packinghouse are outside of the scope of this audit and are covered by the next step in the supply chain. When a product is not conforming, the nature of the problem is identified and directly determines the handling of the product.



If the product is not harvestable due to contamination, quality issues, severe degradation, or lack of viable market, it will be tilled back into the ground or harvested and disposed of by burying or placing in a landfill.

If the product is harvestable and of sufficient quality to be used in dehydrated product, the producer will search for a processor who will accept the potatoes to be used for dehydration. These potatoes may also be used for livestock feed.

If the product is harvestable and of sufficient quality for other uses (e.g., processing potatoes diverted to table stock), the producer will evaluate these on a case-by-case basis, with consideration given to market options and food safety.

Potatoes may be placed on hold in the field prior to harvest, within a truck in transport, or in storage. Potatoes placed on a hold in the packinghouse or processing facility are managed by the next step in the supply chain and outside of the scope of this audit. Potatoes placed on hold in the field for suspected quality or food safety problems will not be harvested. The farm manager who is staging the harvesting crews will keep records for fields on hold for harvest. The fields will be released for harvest when the risk has been mitigated (e.g. resolved through diversion into a processing stream with a kill step, tilled down, etc.).

Potatoes placed on hold in a truck as part of the transport will be directed to not unload. Truck drivers have truck tickets and numbered vehicles and loads. A truck that is placed on hold in route to a processor or packinghouse will be instructed on what to do with the load based on the assessed risk. The product will not be released from the holding in the truck to the supply chain until the risk posed has been thoroughly identified and evaluated. The truck may be released from the hold to deliver to a livestock yard or processor/dehydrator or may be released to deliver the product per plan to the packinghouse or processor.

Potatoes in storage that incur contamination will be placed on hold and only released according to the associated risk into the onward supply chain or disposal. The farm manager and potato storage supervisor will collaborate to evaluate how potatoes placed on storage will be released to market or disposal.

The hold and release are dictated by the farm manager in the field, in collaboration with the recipient packinghouse or processor. When potatoes are released to market, records of transfer are kept. When potatoes are released for disposal, records of the culls or alternate market sales are kept.

Contaminated produce is disposed of and destroyed. Contaminated product does not enter the food chain. Mechanically damaged (cut, bruised) potatoes or product rejected for defects may be sold to a dehydration facility where it is made into potato flakes and powder. If a market cannot be found for rejected product, it too will be destroyed.

## FV 12 Laboratory Testing

FV 12.1 Laboratory Testing Occurs in a manner with industry requirements and prevailing regulations (Major Must).

**Instruction for grower:** Most water test labs are currently accustomed to only testing for microbial contaminants in support of GAP water tests. If risks of chemical contaminants are present, this question calls for chemical testing as well. Work with your local lab to determine if this is necessary, and what type of testing they can provide.

You will need a current copy of your lab's certification. It need not be an ISO certification, but any certification issued by a state or federal agency will suffice. Check the date of expiration for the certification and ensure that the document will still be current on the day of the audit.

## FV 13 Equipment and Devices

FV 13.1 Equipment, tools, and devices are fit for purpose and maintained (Major Must).

Equipment that comes in contact with product is made of materials that are non-toxic and designed and constructed to ensure that they can be cleaned, disinfected, and maintained to avoid contamination. Maintenance activities shall not present food safety risks. Calibration of equipment with impact on food safety shall be traceable to a national or international standard or method.

Equipment repair procedures: At our farm, the bulk of equipment maintenance and repairs occurs in the winter months and off-season. At the end of each season, the equipment is cleaned, inspected, and stored. Any routine repairs such as oil changes are completed on schedule.

Equipment cleaning procedures: Equipment is thoroughly cleaned at the beginning of each season and before use. We use water that has been tested to clean equipment. The employees record their progress in equipment cleaning in the log.

Equipment storage procedures: Small equipment is stored inside and out of the weather whenever possible. Tractors, trucks, harvesters and planters are stored outdoors in a location that prevents any contamination. Tractors are not used to move manure and company owned trucks are not used during the off-season to haul foreign materials.

Equipment is cleaned using an antimicrobial agent and water prior to contact with product. Water used in the cleaning process is from a tested source on the farm. Equipment is cleaned in areas that prevent run-off or potential contamination. The location where washing occurs has good drainage and is not close to field production areas.

During the annual equipment cleaning, employees check for physical hazards such as loose bolts or parts that are not well secured. Additionally, foreign material is not permitted in the field which could cause a physical hazard, such as loose tie-wire and unmarked metal stakes. Employees are aware of the dangers of foreign material and scout for physical hazards during the growing season and during harvest.

#### Inspection of Crop Protection Application Equipment

Before every application, the employee responsible for applying the crop protection product shall do a thorough inspection of the equipment. The employee should look for signs of leaks, residue from past applications, cracks in tanks, wheels needing servicing and other worn parts. The employee should pressurize the system when appropriate to ensure all systems are working prior to traveling from the mix/load site to the field. Care should be taken to ensure that all nozzles are delivering product and not clogged.

#### Replacement of Crop Protection Application Equipment

Worn or leaky nozzles should be replaced before use. Hoses showing signs of brittleness or cracking should be immediately replaced. Clogged nozzles should be inspected and cleaned. If after cleaning, the nozzle continues to show an irregular spray pattern, it should be discarded and replaced. Mechanical components should be observed for signs of corrosion. Where necessary, supporting mechanical components should be replaced when signs of wear become evident.

#### Calibration of Crop Protection Application Equipment

Equipment shall be calibrated in accordance with standard procedures set out by the Washington State Department of Agriculture in their applicator license training materials. This information is equivalent to the information on how to calibrate application equipment published by the extension team at Montana State University. Applicators have been trained on this method and employ these practices on our farm.

Referenced publications for how to calibrate crop protection spray equipment:

<http://store.msuextension.org/publications/AgandNaturalResources/MT200914AG.pdf>

<http://pesticidestewardship.org/calibration/Pages/default.aspx>

Aerial applicators carefully calibrate their spray equipment in accordance with guidance set forth in the following reference manual:

Aerial Applicator's Manual: A National Pesticide Applicator Certification Study Guide  
<https://www.epa.gov/system/files/documents/2023-11/national-aerial-applicator-manual-2014.pdf>

Calibration of equipment occurs through various forms on the farm.

Commercial applicators (ground, chemigation, and aerial) calibrate their equipment regularly and often before each use – as applicable to the particular application and conditions. Many of these commercial providers offer certificates of calibration or guarantee for their products and services.

On-farm calibration – Calibrations on farm are based on proven calculations and procedures established and accepted by researchers, state agency, and federal regulatory standards. Records of repeated on-farm calibrations are kept.

#### FV 13.2 Equipment is stored in such a way as to prevent product contamination (Major Must).

Whenever possible plant protection product equipment is stored in an enclosed area, but most of our farm equipment is large and kept outdoors. Tractors, spray booms, chemigation containers, and other application equipment is stored in secure locations away from open water sources. The equipment is stored in locations away from harvest product.

#### FV 13.3 Vehicles and equipment used for loading, transport, or storage of harvested products are cleaned, maintained and appropriate for use (Major Must).

All harvesters, pilers, and transload trucks are cleaned and sanitized prior to use. Please see equipment cleaning logs for details.

### FV 14 Food Safety Policy Declaration

#### FV 14.1 The producer has completed and signed the food safety policy declaration (Major Must).

Instructions to growers: This Food Safety Policy Declaration must be signed by the grower and returned to the certification body (company you hired to do the audit on your farm) prior to the audit. As forms are updated frequently, requesting the most current version of this form from your audit company (certification body) would be a good approach. A copy of the food safety declaration is also available in the GLOBALG.A.P. document center and can be found here: [https://documents.globalgap.org/documents/220929\\_GG\\_IFA\\_Food\\_safety\\_policy\\_declaration\\_v6\\_0\\_Sep22\\_en.pdf](https://documents.globalgap.org/documents/220929_GG_IFA_Food_safety_policy_declaration_v6_0_Sep22_en.pdf)

### FV 15 Food Defense

#### FV 15.1 A food defense system is in place to address risks associated with malicious attack or contamination (Major Must).

## Security and Food Defense

All irrigation, planting, harvesting and transportation equipment is routinely inspected for unauthorized use or potential incorporation of unauthorized chemicals or substances into water or chemical application systems.

All fields are routinely monitored for unauthorized entry. Workers are instructed to conduct visual inspection in the field, on harvesters, at transload, and other production sites to remove foreign material. The presence of suspicious activity or unauthorized personnel on the farm is reported to management. Management routinely observes production area and crews for evidence of sabotage, destructive mischief, or other malicious acts.

Many access roads require a high-clearance vehicle, motorcycle, or quad to enter the production area. The rugged road conditions preclude many potential trespassers. Production areas near the time of harvest have signage stating that entry is restricted near key access points. Additionally, our employees will note any unauthorized vehicle activity near the production area and report them to management.

In accordance with state and federal law, wells are sealed to prevent both advertent and inadvertent contamination. Backflow prevention devices further prohibit well contamination by acts of sabotage. Columbia Basin Irrigation District water main canals are protected by high fences and deep cemented canals, making intrusion challenging and acts of sabotage difficult. The district managed system is carefully monitored for signs of tampering by staff.

The grounds and facilities are routinely monitored by staff members, who live on and near the farm. Our employees are our security personnel, and quickly identify unauthorized activity on the farm. Additionally, other security strategies have been employed on the property.

Each member of the farm crew has been trained to report any unauthorized personnel or suspicious activity to management. If they believe the situation calls for police presence, they are instructed to call 911.

High risk areas, such as machine shops, fertilizer sheds, and areas where other expensive equipment and tools are stored are kept locked after dark and when not in use. In addition to locks on the doors, the areas are kept well-lit wherever electrical access permits.

If cameras are at use on your farm: In key locations on the farm, cameras record movement and record unauthorized entry into structures.

Proximity to residential structures or farm worker housing: Some key structures and equipment storage areas are in close proximity to dwellings of farm workers, where the property can be monitored regularly for suspicious activity.

Prior to use, equipment is washed and carefully inspected for both mechanical problems and issues associated with tampering. Employees carefully inspect wiring, locations of fuel input, and other target elements of each piece of equipment prior to use.

Whenever possible, equipment is stored in an area that prevents tampering, such as a building or gate enclosure. Where gated areas and enclosures are not accessible, careful monitoring of the equipment is undertaken by staff and farm owners.

Managers in charge of security are offered training on safety and security practices on farms and rural properties. Managers and supervisors sign a form verifying that they have completed the said training and understand their responsibility in preventing crime and other malicious acts against the farm.

## FV 16 Food Fraud

### FV 16.1 A system is in place to address risks associated with food fraud (Major Must).

#### Food Fraud Risk Assessment

1. Risk of non-food grade packaging
  - a. Risk is mitigated by packinghouse having longstanding contracts with established suppliers of poly bags and boxes. Certifications of quality sourcing are on file for packing suppliers. This information is held and maintained by the packinghouse.
  - b. Food fraud plan to reduce risk associated from packing materials: The packinghouse will only purchase packing materials from approved suppliers with proper certificates of authenticity on file.
2. Risk of counterfeit propagation material
  - a. All potato seed used on our farm is certified by the USDA and subject to inspection. Furthermore, we have longstanding established relationships with our potato seed suppliers.
  - b. Food fraud plan to address counterfeit propagation material: The farm shall only purchase USDA certified seed from approved seed growers.
3. Risk of counterfeit pesticides, herbicides, or fertilizers
  - a. All products purchased and used on our farm come from established providers and have federal labels. We purchase chemicals and fertilizers from approved suppliers with which we have longstanding relationships.
  - b. Food fraud plan to address counterfeit pesticide, herbicide, and fertilizers: All pesticides and herbicides must be delivered with an approved federal label. Fertilizers will only be purchased from reputable approved suppliers and must have composition test results available for the product.

## SECURITY TRAINING

The lead security officer and responsible party on the farm is (Name). All non-emergency security incidents shall be reported to the lead security officer.

In case of emergency, always call 911. Do not confront a trespasser or criminal on the farm. Call the police immediately. Retreat to a safe area and record the license plate of the individual if possible. Note details of their appearance and report what was seen to the police.

Ensure that security lights remain on after dark and any failed bulbs are promptly replaced. Note any suspicious vehicles or personnel near the farm to the security officer.

Always lock chemical and equipment sheds. Double-check door handles and locks before leaving the farm for the evening.

Learn and remember the locations of water main shut-offs and electrical panels.

Remind members of the field staff to always be watchful for unusual activity.

Theft of four-wheelers from farms is very common in Washington State. Secure the quads in the evening before leaving the farm and be vigilant when parking near access roads or easily accessible areas.

Record serial numbers of farm equipment that is easily stolen, like quads and motorcycles, in an easily accessible place.

Collaborate with neighboring farms to watch for potential criminal activity.

Stay informed of local crime trends on farms and ranches in the area by reading local media reports and requesting information from law enforcement officials when appropriate.

NAME OF EMPLOYEE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

## FV 17 Logo Use

FV 17.1 The GLOBALG.A.P. word, trademark, and QR code or logo, as well as the GLOBALG.A.P. Number (GGN) are used according to “GLOBALG.A.P. trademarks use: Policy and guidelines” (Major Must).

Instructions to growers: This questions will not be applicable on your first GLOBALG.A.P audit, but will be applicable on subsequent audits. For compliance, the GLOBALG.A.P number must be included on sales invoices and documents related to the sale of certified product.

This requirement can be consider not applicable if you have an agreement with your buyer that all material delivered comes from a certified source and process (i.e. your farm). Request your buyer or processor to support you with preparing a simple document that states all potatoes delivered will be under your current GLOBALG.A.P. certification. This document must be signed and renewed each year.

## FV 18 GLOBALG.A.P. Status

FV 18.1 Transition documentation includes references to the GLOBALG.A.P status and the GLOBALG.A.P. Number (GGN) (Major Must).

Instructions to growers: This questions will not be applicable on your first GLOBALG.A.P audit, but will be applicable on subsequent audits. For compliance, the GLOBALG.A.P number must be included on sales invoices and documents related to the sale of certified product.

## FV 19 Hygiene

FV 19.1 The farm has a documented hygiene risk assessment (Major Must).

The risk assessment for hygiene is evaluated annually by management and revised as need. This hygiene risk assessment was last evaluated on \_\_\_\_\_(Date)\_\_\_\_\_ by \_\_\_\_\_(employee name)\_\_\_\_\_. No revisions were made.



## Identified Hygiene Risks for Potato Farm

As potatoes are harvested mechanically, transported using motorized conveyors, and are not considered to be a ready-to-eat food, the risks to product associated with hygiene is lower than for some other crops. We have identified some key risks to potatoes associated with hygiene.

1. Blood contamination
  - a. Employees may accidentally suffer cuts or abrasions from moving machinery
    - i. This risk is mitigated through careful safety training of employees
    - ii. Equipment is inspected for sharp edges prior to use
    - iii. Chains are covered with protective guards
    - iv. First aid kits are kept in areas where workers are present and are stocked with bandages and gloves
    - v. A blood contamination policy addresses how to properly dispose of product that has come into contact with blood or body fluids.
2. Unwashed hands touching product
  - a. Employee may forget to wash hands before work, after breaks, after using the bathrooms, or after eating
    - i. This risk is mitigated through training of employees.
    - ii. Supervisors are trained to observe employee handwashing practices and offer continuous training to ensure compliance.
    - iii. Whenever possible, handwash stations are located outside of bathrooms and porta potties so that handwashing behavior can be observed.
3. Soiled gloves or clothing contacting product
  - a. Employee may contact product with soiled gloves or clothing.
    - i. Prior to starting work, employees are visually inspected by crew managers to ensure their clothing and gloves are free of contamination.
    - ii. Gloves are provided by the employer and are not to be used for any other purpose than harvesting potatoes. Gloves are replaced when showing signs of wear or if soiled with foreign materials (fuel, oil, etc.)
    - iii. As potato harvest is often dusty and muddy, routine dirt and soil on the clothing of the crew is acceptable and not deemed to pose a significant food safety risk

## Hygiene Risk Assessment

Our health and hygiene policies address mitigation of risks associated with human health and hygiene. Activities during storage and transport are designed to prevent cross-contamination of produce from agricultural inputs, cleaning agents, or produce.

1. Fecal contamination risk –
  - a. Illness policy requires employees to report any illness. Sick employees are sent home. Porta potties are provided to workers and cleaned regularly. Records of cleaning are kept on file. Policies for handing porta potty tip-overs are on file and workers are trained.
2. Blood risk –
  - a. Policies are written and training is conducted on how to address blood contamination of product and equipment.
3. Jewelry and foreign object risks
  - a. Employees are not allowed to wear jewelry or have other items in the field that could be a source of contamination. Workers are trained on our jewelry and foreign object policy.
4. Glass and brittle plastics risk –
  - a. Employees are trained on our glass and brittle plastic policy. Lights and other glass parts on tractors and equipment are covered with screens. Employees are not allowed to bring glass or brittle plastic containers into the production area.
5. Allergen and food contamination risk –
  - a. Employees are not allowed to have food or drink – other than water from a tested source or from a commercially bottled source – in the production area. Employee lunches would be the primary sources of allergens into the potato production area. We don't grow peanuts or other common allergens in our rotation. Wheat is sometimes used in crop rotation, but the grain particles are harvested at least a year prior and prone to desiccation. Furthermore, they would not be carried up the chain during the harvest process.

This hygiene risk assessment is reviewed annually.

Date of last review:

Name of responsible party:

Signature: \_\_\_\_\_

## FV 19.2 The farm has a documented hygiene risk assessment (Major Must).

Instructions to growers: Next to your visitor sign-in sheet, make sure you are posting your employee food safety rules as well. Ideally, it is best to place the same signature sheet you have your employees sign during their food safety training near the visitor log-in form. At minimum, the following rules must be posted. You may add additional rules applicable to your farm.

### Rules to Accompany Visitor's Log:

1. Employees and visitors must wash hands prior to commencing work/visit, after breaks, after eating, and after using the bathroom.
2. Any cut, abrasion, boil, or lesion must be properly bandaged and covered.
3. Smoking, eating and drinking are only permitted in designated areas.
4. Employees and visitors must immediately inform farm management of illness, including flu, fever, intestinal distress, colds, sore throats, and runny noses.
5. Any product contaminated with blood or body fluid will be disposed of and destroyed in accordance with our blood and body fluid policy.
6. When needed, clean personal protective clothing will be provided to visitors and employees, in accordance with our farm policy.

## Hygiene Policies and Procedures

### Worker Health and Hygiene

On our farm, smoking, chewing, eating, drinking, defecating, and spitting are prohibited anywhere in the growing and production areas. Signs will be posted as reminders. Employees caught doing any of the aforementioned violations will be subject to our disciplinary policy. Employees are given verbal warnings. Dismissal occurs when the employee fails to correct their actions in keeping with the warnings.

**Jewelry** that hangs away from the body, such as large hoop earrings or bracelets, is not permitted under the farm policy. Simple studded earrings with secure fasteners on the backs may be permitted. Rings with large stones are not permitted in the storage or production area. Workers may wear a plain wedding band. Inspections of employees by supervisors ensures that jewelry is not a risk to the employees or product. Jewelry that is loose or not secured and artificial fingernails are not allowed in the production areas or storages.

**Cell phones** may never be used while scaling equipment, standing over product on belts, or working on the vine-pulling table. Cell phone use must be limited to times of necessity and never inhibit food safety or the safety of the employees. Cell phones should be stored in secure pockets below the level of product belts if employees are standing at the vine-pulling or sorting tables. Washington State Law prohibits the use of handheld cell phones while operating motor

vehicles on public roadways. Our farm abides by this policy and employees are not permitted to drive company trucks while operating hand-held cellular telephones. Employees should not text and operate farm machinery concurrently. Any employee observed doing so will be subject to disciplinary action.

A pre-harvest assessment of all fields is conducted to ensure that land, equipment, and facilities are in good condition for harvest operations. Items in the assessment include field sanitation facilities, harvest and transportation equipment, possible contamination by animals, chemicals, fuels, etc.

All workers have been trained in good hygiene policy and practices. Dates of training for each worker are documented and kept on file

All visitors, contractors and employees must adhere to these policies upon entry to the location of the field crop or where the crop may be handled. Children are not permitted in the production or growing areas of the farm. Children are not permitted to enter storage facilities.

All workers and visitors must use restrooms provided. Restrooms have water to wash with, single-use hand towels, toilet paper and hand soap. Porta potties used by harvest crews, transload crews, and storage crews are stocked and cleaned weekly or bi-weekly during the harvest season. One toilet facility and one hand washing facility are provided for each 20 employees or fraction thereof. Signs are posted in all bathrooms instructing employees to wash their hands before beginning their shift or returning to work.

All employees must wash hands before starting work, after using restrooms, after eating and before returning to work after any break. After eating or using the toilet, employees must use soap, water, and a single-use hand towel. **Water used for hand washing and cleaning must meet the safe drinking water standard, and water tests are kept on record.**

All sanitation units are cleaned and resupplied weekly or biweekly, depending on the size and needs of the crew at the time. The date of service is located in the unit (usually on the inside of the door), and cleaning records are kept on file. All sanitation units will be easily accessible for servicing and for emergency cleanup. Care will be taken to place sanitation units where any spills will not result in contaminated food product. A general setback of 50 feet of the porta-potty from the production area is observed whenever possible.

If a portable toilet is tipped over, damaged or leaking, it will be repaired or replaced. Contaminated soil around it will be removed. Workers are instructed to inform supervisors of damage or evidence of leakage contamination near toilets.

Smoking, chewing gum or tobacco, eating, drinking, spitting, urinating, and defecating are prohibited in fields, raw product storage buildings, on transload machinery or anywhere around the product.

Consumption of food, drinks, and smoking will be restricted to the designated location at least 50 feet away from harvested or unharvested product. Enclosed vehicles may be used as a designated location.

Bottled water is provided to workers, and receipts of purchase are available on file. Only bottled and/or potable water is acceptable in work areas. It must be stored in clean, unbreakable bottles with a closure and stored below the product flow zone.

Glass containers for food or drink are not permitted in fields, storages, packing facilities or near the harvest operation.

Garbage containers will be provided and maintained in the eating area.

The food safety officer and/or farm manager is responsible for educating employees and visitors of the farm organization policy with regard to hand sanitation, location of acceptable areas for consumption of food, and use of tobacco products. He/She will maintain the responsibility of placing appropriate placards or offering verbal instruction to indicate where designated hand washing, eating and tobacco use areas are to be located on the premises.

Workers who show up sick will be sent home. Workers know the location of clean first aid supplies. Records of worker illness and injury are kept on file. Workers may return to duty when their symptoms have subsided and/or when they are cleared for work by a doctor, depending on the severity and nature of the illness.

Specific to potential contagions, any employee exhibiting flu-like symptoms prior to coming to work should call to inform management they are unable to work that day.

Any employee exhibiting flu-like symptoms while working will be sent home immediately.

Open wounds, cuts, boils, or leaking sores will be covered with appropriate first aid wraps, bandage, or band aid covering. The wounds may be properly dressed and covered with a plastic or latex glove if appropriate.

If the cut is small and capable of being bandaged and covered with a protective glove, the employee may continue working. If the cut is serious or cannot be easily covered, the employee will be sent home or given duties outside of the production area.

Product that has come in contact with blood or other body fluids will be disposed of, buried, burned, or put into a garbage container. Machinery that has come into contact with blood or other body fluids will be disinfected with bleach or other food-grade disinfectant.

Workers are instructed to inform supervisors of product or equipment contact with blood or other body fluids, or any evidence of contamination.

Instructions to growers: The effectiveness of the hygiene procedures in eliminating food safety risks shall be measured. The auditor will observe employees taking breaks or using the bathroom, to ensure that they are complying with hand washing policies. The auditor may stop and ask an employee what he or she should do if they cut themselves.

Please see the detailed food safety plan.

Our farm's policy permits employees to bring their own clothing, as long as it is clean and free of contaminants. We do not provide boots, pants, or shirts. We may provide gloves, protective equipment for spraying, or aprons as needed. However, our farm does not express an obligation to provide employees with clean clothing, and is an expectation of employment that they will arrive to work in clean apparel. If gloves, boots, hats, or other protective equipment are soiled, the farm manager will approach the employee and ask them to clean the item or replace it. Employee wardrobes should not have excessive holes or tears which could be caught in the equipment and pose a hazard. Employees with apparel that may pose a food safety risk are not permitted to work in the production area until the issue has been resolved.

Workers are permitted to return to work after a bout of illness after all symptoms have subsided. Workers with serious injuries resulting in open sores or wounds will be allowed to return to duty after sores have healed and/or reduced to size that they can be covered by an acceptable bandage or glove that will not pose a threat to food safety.

Common areas workers use for breaks are cleaned and disinfected daily with products designed for that use.

The farm and harvest crew manager in charge of employee hygiene is     (ININSERT NAME)    

### FV 19.3 All persons working on the farm have received hygiene training (Major Must).

Instructions to growers: Ensure that employees, including management, have completed food safety training and signed the food safety training form. Ensure that employees have received food safety training, and that records of training are available on file.

Our farm conducts yearly food safety training of all employees, including owners and managers. Our farm offers both verbal and written instruction on food safety policies and practices. All employees sign a form verifying they have received food safety training. The forms for each employee are maintained on file.

A sample of the form that employees sign after completing their food safety training is as follows. Both English and Spanish versions are available, depending on the needs and preferences of the individual employees.

## **FOOD SAFETY WORKER HEALTH AND HYGIENE POLICIES**

- Employees must wash their hands before beginning or returning to work. Signs will be posted in designated areas.
- All visitors to the location are required to follow proper hygiene procedures.
- Rest areas and restrooms will be equipped with soap and water for washing hands.
- On our farm, smoking, chewing, eating, drinking, defecating or spitting are prohibited anywhere in the growing and production areas. Signs will be posted as reminders. Employees caught doing any of the following will be subject to our disciplinary policy.
- Smoking or eating is prohibited on the transload machinery or around the product. Consumption of food and drinks, as well as smoking, will be conducted in a designated location 50 feet away from harvested or unharvested product. Enclosed vehicles may be used as a designated location. Bottled water is acceptable in the work area provided it is in clear plastic containers and stored below the product flow zone. Glass containers are not allowed in the fields, storages or near the harvest operation. Garbage containers will be provided and maintained in the eating area.
- Workers who are ill or exhibit symptoms of infectious conditions are prohibited from handling produce or entering the production area.
- Produce that has come in contact with blood or other body fluids will be reported to supervisors so that contaminated produce can be discarded. Product that has come into contact with blood or other body fluids will be disposed of, buried, burned or put into safe garbage container. Machinery that has come into contact with blood or other body fluids will be disinfected with bleach or other safe disinfectant.
- First aid kits are available for all employees. Any cuts or abrasions must be immediately reported to supervisor and properly bandaged.
- Employees must always be on the lookout for foreign material such as glass, metal, packaging materials, rocks, bones, personal effects, insects, rodents, or feces.
- Any type of foreign material needs to be removed from the product and taken out of the field.
- Employees must watch for potential chemical hazards such as pesticides, oils, and fuels. Any type of leak or spill needs to be reported to the supervisor for immediate attention.
- Keep any type of chemical containers away from product and raw product storage areas.

**I have received orientation on the above information and fully understand my responsibilities to ensure all food safety measures are taken.**

**Employee Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Supervisor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## **SALUD de TRABAJADOR de SEGURIDAD de ALIMENTO Y POLITICAS de HIGIENE**

- Empleados deben lavar las manos antes empezar o volver a trabajar. Los signos serán anunciados en áreas designadas.
- Todos visitantes a la ubicación son requeridos a seguir los procedimientos apropiados de la higiene.
- Áreas de Descanso y baños serán equipados con el jabón y el agua antibacterianos para lavar manos.
- Fumando, comiendo y para beber es prohibido en edificios crudos de almacenamiento de producto. Los signos serán anunciados como recordatorios.

El fumar o comer son prohibidos en la maquinaria de transload o alrededor del producto. El alimento, las bebidas y el fumar serán consumidos en una ubicación designada 50 pies lejos de cosechado o unharvested producto. Los vehículos encerrados pueden ser utilizados como una ubicación designada. Sólo agua embotellada es aceptable en el área del trabajo proporcionó lo está en contenedores plásticos claros y almacenado debajo de la zona del flujo del producto. Los contenedores del vidrio no son permitidos en los campos, los almacenamientos ni cerca de la operación de cosecha. Los contenedores de la basura serán proporcionados y serán mantenidos en el área que comer.

- Trabajadores con gripe quieren los síntomas o las condiciones contagiosas son prohibidas del manejo el producto.
- El Producto que tiene entra el contacto con sangre u otros líquidos del cuerpo serán informados a supervisores para que contaminara el producto puede ser desechado. El producto que ha tocado sangre u otros líquidos del cuerpo serán deshechos de, enterrados, quemado o pusieron en el contenedor seguro de basura. La maquinaria que ha tocado sangre u otros líquidos del cuerpo serán desinfectados con decolorante u otro desinfectante seguro.
- Juegos de primeros auxilios están disponibles para todos empleados. Cualquier corte o las abrasiones deben ser informados inmediatamente al supervisor y apropiadamente vendados.
- Empleados siempre deben estar en la mirada fuera para extranjero material tal como; vidrio, el metal, los materiales de envasado, las piedras, los huesos, los efectos personales, los insectos, los roedores, las partes o los excrementos.
- Cualquier tipo de necesidades materiales extranjeras ser quitado del producto o evitado en el campo.
- Está También en la mirada para peligros químicos potenciales tales como; pesticidas, los petróleos, y los combustibles. Cualquier tipo de escape o rocia las necesidades de ser informadas al supervisor para la atención inmediata.
- Mantiene cualquier tipo de contenedores químicos lejos de producto y áreas crudas de almacenamiento de producto.

**He recibido la orientación en el encima de información y entiendo completamente lo mismo.**

La Firma del empleado \_\_\_\_\_ la Fecha \_\_\_\_\_

La Firma del supervisor \_\_\_\_\_ la Fecha \_\_\_\_\_



FV 19.3 All persons working on the farm have received hygiene training (Major Must).

Instructions to growers: Ensure that all employees, including management, have completed food safety training and signed the food safety training form.

Our farm conducts yearly food safety training of all employees, including owners and managers. Our farm offers both verbal and written instruction on food safety policies and practices. All employees sign a form verifying they have received food safety training. The forms for each employee are maintained on file.

FV 19.4 Smoking, eating, chewing and drinking are confined to designated (MAJOR MUST).

The farm's food safety policy prohibits smoking, eating, chewing and drinking anything other than bottled water from a tested or commercial source to designated break and lunch areas.

FV 19.5 Clean toilets are provided for workers, visitors, and subcontractors in the vicinity of their work (MAJOR MUST).

Porta potties are provided to all workers in the field. Porta potties are cleaned regularly and under contract with a local sanitation service. Records of porta potty cleaning and restocking are written within each unit. Porta potties are placed in a location where they will not be a source of contamination. Employees with vehicles who are working within a close proximity and short drive from their home, the farm office, or other public toilet may not require a porta potty to be present in the field. This will apply to midseason field checks, etc. Workers in the field during planting and harvest must be able to walk or drive to a toilet easily and quickly.

FV 19.6 Handwashing facilities are available for all workers, visitors, and subcontractors who come into direct contact with products (MAJOR MUST).

Employees have access to hand-wash stations in the field, which may either be located inside the porta potties or outside of the porta potties in a designated wash station. Porta potties are provided to all workers in the field. Porta potties are cleaned regularly and under contract with a local sanitation service. Records of porta potty cleaning and restocking are written within each unit. Porta potties are located within a reasonable walking or driving distance from the production area. Porta potties are placed in a location where they will not be a source of contamination. Additional handwash stations are in the farm office and shop.

FV 19.7 Animal activity that may result in product contamination is managed (MAJOR MUST).

Wildlife monitoring occurs throughout the season. Areas of intensive livestock production are noted. Fences are evaluated, as are soil conditions, slope of the ground, and rainfall patterns of the area. In instances where heavy livestock production borders potato fields, and the area of production is downhill, no-harvest buffers and/or no-plant buffers are observed in accordance to soil types and conditions.

## FV 19.8 Containers used for production and harvesting are cleaned, maintained, and appropriate for use (MAJOR MUST).

During potato harvest, the principal product container/receptacle is the bed of the trucks. Each truck can be considered a harvesting container. All trucks owned by our farm are washed before use as described above in the equipment record and log. Water for washing is from a water source tested for microbial contamination in the last 12 months. Some of our product is harvested and loaded into trucks owned or contracted by the processing company and/or a contracted trucking company. When trucks not owned by our company are used, the processor and/or contracted trucking company are requested to provide record of a thorough wash before use. Trucks are stored outside when not in use, but efforts to made to maintain a secure area for equipment storage as to not be a source of contamination.

## FV 20 Workers health, safety, and welfare,

### FV 20.1 Risk assessment and training.

#### FV 20.1.1 There is a documented risk assessment for workers' health and safety (Major Must).

Instructions to growers: Each individual farm will vary on the risks and hazards that workers are exposed to. The below is just a sample of common risks. You may have additional risks if you do your own fumigation, have your own workers apply all crop protectants, etc.

The following risks to worker's health and safety exist on our farm. Procedures taken to mitigate those risks are noted below.

1. Moving belts and chains
  - a. Whenever possible, moving belts and chains are covered with protective guards.
  - b. Workers are trained to keep their hands clear of these areas. Workers are trained to ensure equipment comes to a full stop and that they have communicated clearly with the tractor diver before conducting any repairs or adjustments on moving chains and belts.
2. Moving tractors and riders on harvesters
  - a. Tractor drivers are trained to clearly communicate with employees riding harvesters. Harvester riders are not to climb onto the harvester until instructed and may not get down from the harvester until the tractor driver signals that it is safe to do so. Tractors are equipped with side mirrors, aiding the driver in watching for obstacles and pedestrians. Tractor drivers are trained on tractor safety. All employees are instructed on how to approach a moving tractor when on foot, to ensure they will not be injured by the moving tires and implements.
3. Weather conditions – extreme hot or cold
  - a. Whenever possible, employees are offered shelter and protection from the elements. Tractors are equipped with enclosed cabs, keeping out dust. The

tractor cabs have temperature controls to aid in the comfort of drivers. Additionally, truck drivers have climate controlled cabs. Workers who are riding harvesters and pulling vines are under sunshade whenever possible. When installation of a sunshade is not feasible, employees are encouraged to wear lightweight long sleeved shirts and wide hats. These items are inspected for cleanliness by the crew supervisor. Any employee suffering from heatstroke or fatigue is informed to report the illness to their supervisor. The employee will be given rest or reassignment until their condition improves. For Washington outdoor heat exposure rules go here: [Be Heat Smart \(wa.gov\)](https://www.wa.gov)

4. Dust
  - a. Whenever possible, exposure to dust is mitigated by conducting as many farm functions as possible inside the protection of an enclosed vehicle. Planting, hilling, cultivating, and harvesting are all largely conducted by workers sitting inside enclosed tractors and trucks. Workers riding harvesters are allowed to wear bandanas over their nose if conditions are dusty, as long as the bandana is clean and included in the inspection of apparel at the beginning of the shift.
5. Lifting
  - a. Heavy lifting is not commonly a part of potato harvest, as the process is highly mechanized. However, workers may need to push pilers into place or move containers of crop protectants and disinfectants. Employees are instructed on how to lift heavy objects properly. Tasks requiring lifting are assigned to larger and stronger farm workers, which assists in avoiding injury. Smaller workers are assigned to tasks like vine pulling and riding harvesters, which are less like to result in strain injury from overexertion.
6. Crop protectant applications and handling exposure
  - a. Employees handling pesticides and fertilizers have been trained in proper handling practices by the Washington State Department of Agriculture via the pesticide license program, or are under the direct supervision of manager who had been trained. Employees are provided with the proper protective equipment and are trained to always read and follow the label. When possible, some applications are outsourced to an expert applicator contractor, such as an aerial spray operator. This limits direct worker exposure on the farm. Workers are informed of when sprays are occurring and instructed on how to abide by reentry interval requirements.
7. Highway and traffic safety for truck drivers
  - a. Many of our workers spend long days driving trucks and tractors. Truck and tractor drivers receive education and training in keeping with their required job duties. Employees are forbidden from using their cell phones while operating a moving vehicle. Employees are required to wear their seat belts at all times when operating a moving tractor or truck. Employees are instructed not to overload potato trucks and to travel at a moderate speed to avoid tip-overs and other vehicle accidents. Trucks traveling more than 50 miles from the farm must be driven by employees or contractors with a current Commercial Driver's License.

### FV 20.1.2 The farm has health and safety procedures (Major Must).

See above for assessment of risk and procedures to mitigate that risk.

### FV 20.1.3 All staff have received health and safety training according to the risk assessment (Major Must).

Please see the following documentation:

1. Pesticide applicator licenses
2. Commercial driver's license record (where applicable for long-haul drivers)
3. Food safety training signature page (training covers cell phone use, safety, etc.)

### FV 20.2 Hazards and first aid.

#### FV 20.2.1 Accident and emergency procedures are displayed and communicated (Major Must).

Instructions to growers: Create and post signs in the office and workspace that include location of fire extinguisher(s), emergency phone numbers including 911, Fire Department, local law enforcement, and suppliers of electricity, water and gas. Include locations of emergency cut-offs and for electricity, water, and gas. Include instructions on how to report accidents and dangerous incidents, and the name of a key contact person on the farm and their phone number. The address of the farm should be clearly displayed on the sign. The sign should be printed in both English and Spanish.

### Emergency and Accident Procedure

- Injury, accident, or fire: Call 911 immediately
- Minor problem in which nobody was seriously injured: Call farm manager (name, cell phone #)
- Electrical or water problem:
  - Main water shutoff locations (list locations or draw on map)
  - Main electrical box locations and emergency shutoffs (list locations or draw on map)
  - Fuel tank locations and emergency fuel shutoffs (List locations or draw on map)
- Reporting accidents or dangerous situations:
  - If there is a risk of injury, violence, or physical harm to anyone, immediately call 911.
  - Minor injuries and accidents, call farm manager.
  - For fires, retreat to a safe location and account for all employees. Call 911 and move as far away from the location of the fire as possible. Clear the area for access by firemen and responders.

Information for grower: Ensure that all chemical sheds, fuel tanks, and fertilizer tanks contain warning signs. For chemical sheds, signs should state 'restricted entry.' For fuel tanks, there should be signs that say 'danger, flammable' or clearly readable symbols. The audit requires that signs be clearly readable and be written in Spanish and English if you have Spanish speaking employees.

FV 20.2.2 Safety advice for substances hazardous to workers' health and safety is immediately available and accessible (Major Must).

Information for grower: Safety Data Sheets (SDS) must be available for substances that are hazardous to worker's health. A printed notebook that remains in the chemical shed is preferable, but access to the MSDS website is also an acceptable alternative: <http://www.msds.com/> Chemicals stored in the chem sheds should have label information available, which addresses what to do in case of an emergency and how to clean up a product spill.

FV 20.2.3 First aid kits are accessible at all permanent sites and fields near the work (Minor Must).

First aid kits are available at various locations on the farm. The kits are checked to ensure they contain an appropriate stock of necessary items. Expired medications are disposed of during the yearly inspection. First aid kits are kept in all tractors that are in the fields for planting, cultivation, spraying, and harvest. Additional first aid kits are kept in manager vehicles.

Location of First Aid Kit	Date Checked	Items Restocked

Information for growers: This standard requires one person to be trained in first aid per 50 employees/workers. To receive credit for this question, the individual trained in first aid must have taken a course within the last five years and be on site where workers are present. This training needs to be documented.

FV 20.3 Personal Protective Equipment.

FV 20.3.1 Workers, visitors, and subcontractors are equipped with suitable personal protective equipment (PPE) (MINOR MUST).

Information for grower: If you apply any crop protectant materials on the farm requiring PPE, ensure that you have invoices noting PPE was purchased in sufficient quantities for employees during the growing season. The auditor may request to see the PPE, and observe where it is stored. The PPE available to workers must comply with the label. This may include eye protection, a respirator, boots, gloves, and a full protective body suit. The PPE should be stored

in a clean location where it will not cause inadvertent contamination. Used PPE should not be permanently stored in the trucks of workers, where it could cross contaminate other farm tools, clothing, or equipment.

FV 20.3.2 Personal protective equipment (PPE) is maintained in clean conditions and stored appropriately so as not to pose any contamination risk to personal items (MINOR MUST).

### **Personal Protective Equipment Storage Policy**

New and unused PPE is stored in a location where it is not exposed to chemical contamination or excessive sunlight prior to use.

After use, PPE is stored in a designated location on the farm (insert location) where it is kept clean, dry, and out of direct sunlight. Used PPE is never stored in the cab of trucks or in a location where it could come in contact with food products. PPE is inspected prior to use to ensure it is not contaminated and is in good condition.

Reusable PPE is thoroughly cleaned and inspected prior to storage.

FV 20.3.3 There is evidence that personal protective equipment (PPE) is used by workers (MINOR MUST).

Note to growers: if single-used PPE is used the supply maintained on hand shall correspond to the needs of the workers, or records that new PPE is promptly sourced and restocked shall be available. Have photographs of workers using PPE available.

FV 20.3.4 Suitable changing facilities are available where necessary (MINOR MUST).

Workers do not normally need to change clothes during the workday. Mechanics have changing areas in the shop, in the form of the shop bathroom. Mechanics are more likely to spill grease and contaminants on their clothes and need to change. Employees in charge of spraying or applying crop protectants may change in the shop bathroom or in the porta potties.

FV 20.4 Workers Welfare.

FV 20.4.1 There is communication between management and workers on issues related to their health, safety and welfare (MINOR MUST).

Instruction to grower: This question requires that at least once a year, two-way communication occurs between workers and farm management. There needs to be a documented record of this. Additionally, a log of safety issues that have been addressed may be used to support evidence of compliance.

## Annual Workplace Health and Safety Meeting

Date: \_\_\_\_\_

List of Attendees: \_\_\_\_\_

**Topics covered:**

- Reviewed list of accidents and injuries over past year to see if any were preventable
- Reviewed worker injury and illness reporting policy.
- Reviewed worker communication policy for discussion safety and health concerns.
- Open forum for questions and suggestions from employees on improving worker safety and health.

**Worker Illness and Injury Log**

<u>Date</u>	<u>Employee Name</u>	<u>Incident Description</u>	<u>Employer Action</u>	<u>Outcome</u>

**FV 20.4.2 Workers have access to clean drinking water, food storage, and areas to eat and rest (MAJOR MUST).**

Food Storage Areas: Employees are allowed to store food in the vehicles and in designated break areas. Designated break areas where food is stored are cleaned weekly.

**Instruction for grower: State here if your employees have access to a refrigerator to store lunches. State if they have access to a microwave for cooking and sink to wash dishes. These are not required by the standard, but if employees usually have access to refrigeration, state this.**

**Break Area and Refrigerator Cleaning Log**

Protocol: All expired food is disposed of, refrigerator is wiped down, sinks are cleaned, floor is swept or mopped as needed, and tables washed.

<u>Date</u>	<u>Employee Responsible</u>	<u>Comments</u>

Handwash facilities:

All porta potties are equipped with sinks, water, and single use towels for handwashing. In addition to handwash stations in the porta potties, the sinks in the office and shop areas are functional and stocked with soap and single use towels.

Fresh drinking water:

Drinking water is provided to all employees.

Instructions to growers: State here how you handle drinking water for employees. Do you buy bottled water for everyone? If so, have copies of receipts. If you use igloo jugs to deliver drinking water to the field, state how they are cleaned each day. If you are using igloo jugs, you must keep daily cleaning logs. Provide single use cups and a place to dispose of the cups. Ensure that the water in the jugs is from a source that had a water test during the last 12 months.

FV 20.4.3 On-site living quarters are compliant with applicable local regulations, habitable, and equipped with basic services and facilities (MAJOR MUST).

Instructions to growers: Expect that the auditor will request to visit all farm worker housing that you supply. The auditor will be looking for maintained roofing, secure windows, secure doors, and functional plumbing. If you do not provide farm worker housing on-site, this question is not applicable. If you do offer housing for some of your workers, please inform them that an auditor will be surveying the house. Aggressive dogs should be contained to allow the auditor to walk around the house if requested.

FV 20.4.4 Transportation provided to workers is safe (MINOR MUST).

Workers arrive on our farm using their own vehicles to report for duty. In accordance with state law, personal vehicles are licensed and registered. Depending on the specific duties of the employee, workers may use the farm's trucks and tractors to drive on public roads as they move from field to field. All farm trucks are licensed, registered, and insured. Likewise, tractors are equipped with safety feature and are kept in good repair.

FV 21 Site Management.

FV 21.1 A documented risk assessment is completed for all registered sites (MAJOR MUST).

Instructions to growers: A written risk assessment must be done on each field, identifying physical, chemical, and biological risks in or near the field, adjacent land use risks, and stating prior crop history. Whenever GLOBALG.A.P audits call for a risk assessment, the auditor will be



looking for details pertinent to your specific operation. Identify potential risks for each field, state how the workers or product might be impacted, state how you will mitigate the risk, and evaluate the risk in future years.

## **Land Risk Assessment SOPS for our Farm**

### **All risk assessments for land should be done as follows:**

Field should be accessed and approach evaluated for the safety of the planter, harvester and other equipment (no potholes, sharp pavement edges, etc.)

The field should be driven. Whenever possible driving the full perimeter is required.

If tracks or evidence of animal intrusion is found, the employee must get out of their truck and walk that area. The employee should inspect the ground for any feces, dead animals, or excessive animal activity.

The employee should stop and remove any trash that may have blown into the field. This includes plastic sacks and plastic bottles. The materials are removed from the field and disposed of properly.

Employee should ensure a porta potty is in place for pre-harvest inspection or that moving the porta potty to the field prior to harvest has been ordered by farm staff.

Employee will check the irrigation system to be sure it's not leaking or malfunctioning (flat tires, leaking sprinkler heads, backflow prevention devices functioning, etc.)

Employee should evaluate adjacent land for risk (livestock, factories, etc.), noting the condition of fences, slope of land, and soil type.

Employee will report all findings to food security officer and document their land inspection activities.

### **Pre-planting and Preharvest Risk Assessment Checklist**

All fields are analyzed for the following prior to planting and harvest:

Presence of animal intrusion (dead animals, tracks)

Animal feces in the field

Chemical hazards, such as roadside oil spills

Plastic sacks or other trash that may have blown in

Water system (no overflows or other hazards)

Suitability of access point and approach to field

Record adjacent land use risks, if adjacent land contains potential hazards such as livestock operations, industrial facilities, or chemical storages.

### **Procedure for Conducting Risk Assessment:**

Drive to field. Observe access points and ensure tractors and trucks can enter safely into field.

Drive entire perimeter of the field, if soil conditions permit.

Make sure circle is turned off, or as is appropriate for soil conditions.

Phone food safety officer to let him know check has been completed. In the case of the checks being completed by the food safety officer himself, just sign the log or enter the digital data.

Notify harvest crew and farm owner that field is ready for harvest.

**Prior Crop History and Information**

Field Identifier	# of Acres	Location	Variety	Prior Year's crop	Use of Prior Year Crop (processing, cattle feed,

**Land Use Risk Assessments**

Land-related food-safety risk factors include prior use of field as a dairy, feedlot, homestead, or waste disposal. Additional risk factors may include the use of adjacent land for livestock grazing. For each field, presence/absence of these and other risk factors is noted, including location in field. Corrective actions are documented.

**Potatoes**

Field Identifier	Variety	Date of Assessment	Risks Identified	Adjacent Land Use	Corrective Action Taken
				Agriculture Crops	
				Agriculture Crops	
				Agriculture Crops	

Instructions to growers: Have a detailed map of all fields to show the auditor. The maps should clearly indicate how the fields are coded, with field names or number. Water sources should be marked on the map. The easiest way to do this is print out your maps and draw ponds and canals with a marker. In addition, provide a similar map of potato storage, seed potato storage, and handling facilities. Have a table of current fields undergoing audit this year and include their prior use crop history from last year. If the land was leased, make note of this on the table. If the field locations were previously GAP certified by USDA, Primus, or GLOBALG.A.P, have those records on file for the auditor to review.

FV 21.2 A management plan that establishes strategies for minimizing the risks identified in the risk assessment for operation suitability has been developed and implemented and is reviewed regularly (MAJOR MUST).

Instructions to growers: Create a SOP describing the management of documented information, including a method of tracking and documenting changes to ensure employees are accessing the most recent version. For any risk you identified in your field inspections, you need to

address specifically how you will address the situation in your management plan. Below are a few examples of common risks found around potato fields and management plans that may be used. You need to keep a record of how you are managing the risk and justification of why the risk is properly managed as to not pose a threat to the safety of the crop. The plan shall be reviewed annually, or whenever changes occur that may impact the safety of food production.

### Management Plan for Identified Risks

#### Neighboring livestock

Fences are inspected weekly for signs of damage or breach

Fields are scouted carefully along borders

Planting and/or harvest setbacks from the edge of field bordering livestock is observed.

Setbacks for planting and/or harvest are documented with photographs. The appropriateness of setbacks and no-harvest areas will be determined by soil type and slope.

Weed and/or vegetation barriers are maintained between potato field and livestock holding pens or pastures where appropriate.

Records of fence conditions and intrusion inspections are logged and kept on file.

Date	Field Name/Number	Fence Condition	Evidence of Intrusion?	Inspected by (Employee Name)

#### Adjacent highways and major roadways

No trespassing and/or restricted entry signs will be posted on fields adjacent to major roadways or roads with heavy vehicle and foot traffic.

Weekly inspections will occur for evidence of contamination, such as spilled fuel from vehicle accidents, glass, and litter.

Abandoned vehicles and evidence of trespassing will be reported to local law enforcement.

Litter, glass, and trash will be collected and disposed of weekly. Record of inspection and trash collection on field borders will be logged.

Date	Field Name/Number	Field Border Condition	Presence of contamination and corrective actions	Inspected by (Employee Name)

Potato planting and harvesting equipment consists of, but is not limited to, tractors, seeders, planters, and harvesters. As potatoes are a specialty crop, harvesting equipment is designed and marketed specifically for this product. Proof of design intention is observable in the field, with brand name equipment like John Deere and Spudnik common. Most of the large equipment is stored outside. Equipment is always cleaned and inspected prior to use. Onward handling, washing, packing, and processing is conducted by the next step in the supply chain and governed under packinghouse audits by the USDA, SQF, BRC, Primus, etc. Facilities for washing and packing are out of scope of this audit. Potato storages, when utilized and under the control of the producer and within the scope of this audit, are inspected regularly and designed specifically for that purpose. Potato storages are cleaned each year prior to use, monitored regularly, and have active pest control programs.

#### FV 21.3 The producer has a system for identifying sites and facilities used for production (MAJOR MUST).

Instructions to growers: Have a detailed map of all fields to show the auditor. The maps should clearly indicate how the fields are coded, with field names or numbers. Water sources should be marked on the map. The easiest way to do this is print out your maps and draw ponds and canals with a marker. In addition, provide a similar map of potato storage, seed potato storage, and handling facilities.

#### FV 21.4 The site is kept in a tidy and orderly condition (MAJOR MUST).

Instructions to growers: The auditor will observe your farm on audit day. There is an expectation that the farm be tidy and free of excess garbage. The standard does allow for incidental occurrences of clutter and litter, so a few minor items out of place should not be of great concern.

#### FV 21.5 The producer recognizes the farm as an agricultural ecosystem that interacts with neighboring landscapes (while the legal scope of the producer is on the farm) (RECOMMENDED).

Instructions to growers: Be aware of what borders the farm, including farm neighbors and farmland, natural areas, and riparian areas and possible of off-target impacts of fertilizer and pesticide runoff and drift on people and non-target species.

#### FV 21.6 Where the operation handles or stores allergens, the operation has a documented allergen management program (MAJOR MUST).

There are no allergen risks with potatoes, and our shed pack only potatoes. In addition, labeling and packing materials are supplied by approved vendors.

Food is not allowed in the storages, so cross contamination from worker lunches, etc. is not considered a likely risk.

## FV 22 Biodiversity and habitat

### FV 22.1 Management of biodiversity and habitats

#### FV 22.1.1 Biodiversity is managed to enable its protection and enhancement (MINOR MUST).

Potato production supports biodiversity in microbial populations through careful rotation of crops. The industry has recently funded large research projects on soil health to better understand how production practices can enhance diverse microbial populations. As biodiversity as the microbial level is critical to overall ecosystem health, this is a key element of production.

Additionally, potato growers till vines back into the soil, which offers overwintering organic matter and habit for beneficial insects and other wildlife. Crops used in potato production, like alfalfa and corn, offer critical habit for some native rodent species. Hawks, owls, and other birds of prey commonly hunt in and around potato fields. Corn is often used as a rotation in our potato cropping system and provides essential sources of nutrition for migrating snow geese each year. In the spring, fields can often be seen with thousands of geese feeding in route to their nesting grounds in Canada.

The borders of potato fields are usually left fallow, with some weeds and native plant species present to offer refuge to wildlife. Center pivots and irrigation canals provide a critical source of water in regions that were desert prior. This has resulted in a dramatic increase in water fowl and migrating song birds in the region.

#### FV 22.1.2 Biodiversity is protected (MINOR MUST).

### **Wildlife Management Plan and Conservation Plan**

Land use: Whenever there is not a food safety risk associated with native plants, weeds, and animals, their habitat is maintained and preserved.

Water use: Water is applied efficiently and sparingly through overhead sprinklers. Center pivots can be carefully calibrated for speed and volume delivered. As water for irrigation is often sourced from rivers, maximizing water use efficiency protects fish and riparian habitats.

The Columbia Basin Irrigation Project is a managed system. Conservation activities, including monitoring of fish and waterfowl populations, are carried out by state and federal officials.

IPM: The farm utilizes frequent scouting for pests and implements an IPM approach to pest management. The use of IPM and careful scouting efforts is conducted in partnership with local extension educators and professionals. This approach limits harm to non-target species.

Efforts to increase conservation efforts on the farm and through partnering:

1. We are continuously upgrading our water use efficiency through use of new center pivot technology and other novel approaches. The Washington State Potato Commission funds research on water use efficiency and soil health and is supported by this farm’s assessments.
2. Fallow ground protection and maintenance: Where fallow ground exists, the areas are protected from unnecessary disturbance. Noxious weeds are controlled, and the open areas provide habitat for native species. Efforts will be continuously made to preserve non-farmed open space areas and protect diversity by limiting vehicle and foot traffic through these spaces.
3. Association membership advocacy: The Washington State Potato Commission staff serve on numerous water and land management boards and are members of education and advocacy organizations. They also sponsor research on soil stewardship, water usage, and other key elements with direct impact on resource conservation.

FV 22.1.3 Biodiversity is protected (RECOMMENDED).

Instructions to growers: To meet the spirit of this question, the grower is asked to conduct a general survey of the existing plants and animals on the farm in order to identify habitat that can be preserved and conserved. As the question is currently recommended and many potato growers use leased ground, this may be designated as a long-range planning strategy for the farm.

Areas of the farm are untilled, fallow, or serve as buffers between fields. These areas undergo little disturbance and may serve as habitat to plant and animal species.

<u>Location of Untilled Land</u>	<u>Plants and Animals Conserved and Observed</u>	<u>Protection strategy</u>

FV 22.2 Ecological upgrading of unproductive sites.

FV 22.2.1 Unproductive sites are used as ecological focus areas to protect and enhance biodiversity (RECOMMENDED).

Instructions to growers: This question is scored as “Recommended” and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm.

#### FV 22.3 Natural ecosystems and habitats are not converted into agricultural areas.

United States federal law prohibits farming on protected forests, grasslands, and other designated environmentally sensitive areas. All of our fields have been in production for many years, with many having decades of use for rotational crops. Protected areas are never converted to agriculture use and such a practice is strictly prohibited under federal and state law.

FV 22.3.1 On the farm (within the farm boundaries), no areas with legally recognized conservation value (or effectively protected by other means) have been converted into agricultural areas or into other uses since e1 January 2014 (MAJOR MUST).

United States federal law prohibits farming on protected forests, grasslands, and other designated environmentally sensitive areas. All of our fields have been in production for many years, with many having decades of use for rotational crops. Protected areas are never converted to agriculture use and such a practice is strictly prohibited under federal and state law.

#### FV 22.3.2 Management of biodiversity is supported with metrics (RECOMMENDED)

Instructions to growers: This question is scored as “Recommended” and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm.

### FV 23 Energy and Efficiency

FV 23.1 On-farm energy use is monitored (MINOR MUST).

Instruction for grower: Have electric bills for the last 12 months available to show the auditor. In addition, also have fuel invoices for on-farm use.

FV 23.2 Based on the results of the monitoring, there is a plan to improve energy efficiency on the farm (MINOR MUST).

### **Energy Efficiency Improvement Plan**

1. Truck and tractor fuel efficiency – As trucks and tractors are upgraded and replaced, our farm seeks to purchase fuel efficient vehicles and incorporate technologies. As fiscal resources become available, fieldman trucks that use fuel efficient technologies will be

procured. Tractors with GPS capabilities will be sourced whenever possible, as this permits effective and efficient patterns of tilling, planting, and harvest.

2. Electrical efficiency – As fiscal resources become available, our farm seeks to incorporate new computerized technologies to manage irrigation and pump run-times. We currently service pumps and equipment to promote efficiency of existing systems. When possible, center pivot pumps are rewound and inspected regularly to maintain electrical efficiency.

FV 23.3 The plan to improve energy efficiency considers minimizing the use of nonrenewable energy (MINOR MUST).

### **Plan to Minimize Use of Nonrenewable Energy**

Sourcing of electricity – Whenever possible and feasible, electricity will be sourced from a renewable system, such as hydropower.

Our procurement plan for future acquisitions of tractors and field trucks will consider fuel efficiency and incorporate new technologies.

FV 23.4 Management of energy is supported by metrics (RECOMMENDED).

Instructions to growers: This question is scored as “Recommended” and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm. This question can be covered by showing the total energy used on the for each energy source by month, and the proportion of renewable vs. nonrenewable energy provided by the energy source.

### **FV 24 Greenhouse gasses and climate change**

FV 24.1 The farm contributes to reducing greenhouse gas emissions and removing them from the atmosphere (RECOMMENDED).

Our farm contributes to reducing greenhouse gas emissions by only applying the amount of nitrogen fertilizer needed to optimize production and providing throughout the season as the crop needs it. This reduces production of N<sub>2</sub>O and NO<sub>x</sub>, both important greenhouse gasses. We also have reduced tillage operations to just those that are necessary to optimize crop production, thus reducing the amount of CO<sub>2</sub> evolved.

FV 24.2 The farm enables the formation of organic carbon in soils and in biomass (RECOMMENDED).

Instructions to growers: This question is scored as “Recommended” and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm. Show evidence of



using cover crops, crop rotations, minimum or no tillage, fertilizer management that maintains nitrogen at low levels after the crop is harvested, and practices that maintain carbon in soil and biomass (maintaining stubble).

FV 24.3 The farm's contribution to reducing and removing greenhouse gases from the atmosphere is supported with metrics (RECOMMENDED).

Instructions to growers: This question is scored as "Recommended" and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm. Minimally show the farm's greenhouse gas production of energy used in CO2 equivalents per acre per month.

## FV 25 Waste Management

FV 25.1 A waste management system is implemented (MAJOR MUST).

### **Waste and Pollution Management Plan**

#### Air

Air quality is protected by minimizing use of motorized equipment as much as possible, which includes efficient planting, cultivation, and harvest schedules. Whenever appropriate, aerial applications of product are made, which results in less fuel usage than ground applications. Products are only applied when atmospheric conditions are suitable, thus minimizing drift and potential air pollution.

#### Water

Center pivots are protected with anti-backflow systems. Water use is carefully monitored to prevent run-off. Chemicals are mixed and loaded in areas way from surface water. Chemical application equipment is washed in locations where gravel and soil conditions provide good drainage and prevent runoff.

#### Soil

Soil tests are conducted yearly to ensure proper fertilization regimes are maintained for the health and maintenance of soil health. Water is managed as to not result in soil erosion. Wind erosion of soil is mitigated by minimizing the amount of time fields are left without a standing crop of corn/wheat stalks to hold soil in place. Fumigation activities are managed carefully to prevent buildup of harmful fungi and pathogenic nematodes. Whenever possible, organic matter such as wheat stalks, corn stalks, and potato vines are reincorporated into the soil to maintain soil health.

FV 25.2 Waste products and sources of pollution are identified in all areas of the farm (MINOR MUST).

Instruction to grower: List all waste products used in the entire farm operation. This will include items such as copy paper, cardboard, etc. The spirit of this question to see if growers have implement waste reduction and recycling programs.

<u>Waste Product</u>	<u>Location</u>
Office paper	Farm office
Cardboard boxes	Chemical shed, office, shop
Empty plastic bottles for drinking water	Farm office, farm break areas
Used oil	Shop
Used tires	Tire service center takes away, or removed at shop and taken to tire service center
Scrap metal (damaged irrigation pipes, worn parts, etc.)	Stored in or around shop until collection
Used plastic spray containers	Stored in chemical shed until collection

FV 25.3 All forklifts and other driven transport trolleys are clean and well maintained and of a suitable type to avoid contamination through emissions (RECOMMENDED).

In potato production, forklifts are primarily used in packing sheds and processing facilities, both is which are out of the scope of this audit. It is uncommon for bult potato production and storage to make routine use of forklifts.

Potato harvest does not use forklifts, but instead relies upon a large tractor and harvester that transfers bulk potatoes into a truck. Large machinery moves bulk potatoes prior to packing and processing. In the uncommon instances where a forklift would be used, they are kept in good working order and considered on the equipment maintenance schedule.

FV 25.4 Holding areas for diesel and other fuel tanks are environmentally safe (MINOR MUST).

Instructions to growers: This question requires that 'no smoking' signs be posted on or near all fueling tanks and locations. Instructions for how to report a fire must be posted nearby. The question requires compliance with state and federal laws governing fuel storage, which may include spill catchment and tank design.

All fueling locations and tanks are surrounded by catch pads in accordance with local standards. Tanks and nozzles are inspected for signs of leaking and damage throughout the season. Smoking is prohibited in fueling areas.

FV 25.5 Organic waste is managed in an appropriate manner to reduce the risk of contamination of the environment (RECOMMENDED)

Organic waste, including vines and unharvested potatoes, are tilled into the soil and allowed to decompose over the winter. This promotes soil health and water holding capacity.

FV 25.6 The water used for washing and cleaning purposes disposed of in a manner that ensures the minimum health and safety risks and environmental impact (MINOR MUST).

Trucks and spray equipment are washed in a designated location, away from surface water. A gravel pad and proper soil drainage ensures that runoff is prevented.

FV 25.7 Fragments and small pieces of packaging material and other nonproduct waste are removed from the field (MINOR MUST).

Fields are inspected throughout the grower season, prior to harvest, during harvest, and after harvest for trash or debris that may have been blown in or deposited. Farm managers collect trash on routine inspections of fields throughout the season. Shopping sacks and plastic bottles may blow into the area on a windy day but are removed during field checks.

FV 25.8 Plastics are managed in a responsible way (MINOR MUST).

Note to grower: This standard calls for the following visual evidence for both durable plastic products and for single-use plastic products:

- Operators have been trained in appropriate operating procedures and practices that minimize the release of plastics into the environment.
- Manufacturer specifications are observed to maintain the integrity of plastics throughout their use and retrieval. This refers, for example, to plastics inspection, maintenance, and replacement.
- Retrieved used plastic is stored securely and disposed of in an environmentally sound manner.
- After use, recycling or reusing of plastics is implemented wherever possible.
- Where possible, adoption of alternatives that are more environmentally sustainable than plastics are considered.

FV 25.9 Food waste is prevented and managed (RECOMMENDED).

Note to grower: Write a policy that describes the fate of surplus harvest and have a record of estimated amounts donated for human consumption, used for animal feed, or spread in the field to enhance soil organic carbon.

FV 26 Plant propagation material

FV 26.1 Propagation materials are obtained in compliance with variety registration laws where applicable (MAJOR MUST).

All potato purchased in the last 24 months was certified USDA blue tag seed. Records of seed purchase and USDA certification are kept on file.

FV 26.2 Propagation material used been obtained in accordance to applicable intellectual property laws? (MAJOR MUST)

Potato seed, e.g. tubers that are planted for the commercial crop, varieties that are under the jurisdiction of intellectual property regulations in the U.S. are assessed at the level of seed producer. The seed producer pays to plant the variety. Not all varieties are controlled by intellectual property laws.

FV26.3 Plant health quality control systems are implemented and recorded for in-house nursery propagation? (MINOR MUST)

This is not applicable in potato production.

FV26.4 Up-to-date records on all chemical treatments applied on in-house propagation materials are available (MAJOR MUST).

**Note to grower: have records of seed treatments available.**

FV26.5 Information on chemical treatments is available for purchased propagation materials (MAJOR MUST).

Potato seed is usually purchased whole and untreated from the seed grower. Commercial potato growers cut and treat seed. In some cases, the cutting and treatment of the seed will be conducted by a commercial seed cutting operation. In this case, records of seed treatments accompany invoice and sales records. Applications to seed conducted on-farm are kept on file.

## FV 27 Genetically modified organisms

FV 27.1 A procedure for use and handling of genetically modified (GM) materials is available (MINOR MUST).

The farm does not grow GMO potatoes.

FV 27.2 Growing of genetically modified crops and/or trials is subject to the prevailing regulations in the country of production (MAJOR MUST).

Instruction to grower: If you are conducting GMO potato trials on your farm, have a copy of prevailing regulations regarding the growing of GMO's and keep records describing management.

FV 27.3 The producer's direct clients have been informed of the genetically modified organism (GMO) status of the product (MAJOR MUST).

The farm does not sell GMO potatoes to buyers.

FV 27.4 Adventitious mixing of genetically modified (GM) crops with conventional crops is avoided (MAJOR MUST).

Instruction to grower: If you are conducting GMO potato trials on your farm have a policy in place describing how GMO's are kept separate from conventional crops.

## FV 28 Soil and Substrate

### FV 28.1 Soil Management and Conservation

FV 28.1.1 To improve and optimize soil health, the producer has a soil management plan (MAJOR MUST).

### **Soil Management Plan**

- Improving organic matter content of soil
- Organic matter content of soil is preserved by tilling plant material from crops into the soil. Potato vines and any remaining potatoes are tilled into the soil. Corn and wheat stalks from rotation crops are tilled into the soil.
- Control of soil pathogens
- Appropriate fumigation programs control harmful fungi and nematodes. Fumigation applications are conducted according to the label and federal regulations.
- Erosion control
- Soil moisture content is managed using overhead irrigation to prevent wind erosion while crop is emerging and during periods of fallow (fall and winter)
- Soil moisture content is controlled to reduce puddling and ensure run-off is not occurring.
- Nutritional content
- Soil tests are taken during the growing to analyze soil nutrient content. Applications are made based on soil tests, to ensure that only the amount of fertilizer needed is applied.

#### FV 28.1.2 Soil maps have been prepared for the farm? (RECOMMENDED)

Instruction for growers: If you have maps of soil type for your farm, have these available on audit day.

#### FV 28.1.3 Crop rotation for annual crops is implemented, where feasible (MINOR MUST)

Instruction for growers: Provide your standard rotation schedule, including any green manure crops, for the previous 2 years.

Potatoes are always rotated on the farm. Rotation schedules are available and kept on file for each field.

#### FV 28.1.4 Techniques have been used to improve or maintain soil structure and avoid soil compaction (MINOR MUST)

Soil is only worked when conditions are appropriate. Soil condition is maintained by evaluating soil moisture content and adjusting by use of overhead irrigation or waiting for environmental conditions to evaporate moisture prior to tilling. Organic matter is incorporated into the soil whenever possible and appropriate from crops used in rotation.

#### FV 28.1.5 The producer uses techniques to reduce the possibility of soil erosion (MINOR MUST)

See above. Grower controls irrigation, incorporates organic matter, and tills according to conditions. Stubble is left on the soil when appropriate.

### FV 28.2 Soil Fumigation

#### FV 28.2.1 There is documented justification for the use of soil fumigants (MINOR MUST)

#### **Justification for Soil Fumigant Use in Potatoes**

Columbia Root Knot Nematode and Verticillium Wilt, if left uncontrolled, cause damage of economic significance in Washington State. While research is underway to breed resistant varieties, identify viable trap crops, and control these problems through non-chemical means, without the use of fumigants growers would face catastrophic losses in yield and quality. Columbia Root Knot nematode infection results in a tuber deformity and discoloration that render the product unusable to the fresh and processed markets. As this nematode is common in most soils that have grown potatoes in the state, control is a necessity.

FV 28.2.2 The pre-planting interval is complied with (MINOR MUST).

Instructions to growers: Have fumigant records and planting dates available for the auditor to review. Have the fumigant label available, so that the auditor can observe a sufficient interval was observed prior to planting potatoes.

### FV 28.3 Substrates

FV 28.3.1 The producer participates in substrate recycling (MINOR MUST).

Not applicable for commercial potato production.

FV 28.3.2 Records are kept of any chemicals used to sterilize substrates for reuse (MINOR MUST)

Not applicable for commercial potato production.

FV 28.3.3 Substrates of natural origin do not come from designated conservation areas (MAJOR MUST).

Not applicable for commercial potato production.

## FV 29 Fertilizers and Biostimulants

### FV 29.1 Application Records

FV 29.1.1 Up-to-date records of all fertilizer and biostimulants applications are kept (MAJOR MUST).

Instructions to growers: Have records of each fertilizer and biostimulant applied in each field by date including the type of material each is, the composition, the method of application, who made the application, and the amounts used.

FV 29.1.2 The records of all fertilizer applications shall include geographical area and the name or reference of the field, orchard, or greenhouse (MINOR MUST).

Instructions to growers: See FV 29.1.1 above.

FV 29.1.3 The records of all fertilizer applications shall include Dates (MINOR MUST).

Instructions to growers: See FV 29.1.1 above.

FV 29.1.4 The records of all fertilizer applications shall include name and type (MINOR MUST).

Instructions to growers: See FV 29.1.1 above.

FV 29.1.5 The records of all fertilizer applications shall include amount (rate or concentration as applicable (MINOR MUST)).

Instructions to growers: See FV 29.1.1 above.

FV 29.1.6 The records of all fertilizer applications shall include the name of the applicator to clearly identify the individual or team of workers performing the fertilization (MINOR MUST).

Instructions to growers: See FV 29.1.1 above.

FV 29.1.7 Management of fertilizers is supported with metrics (RECOMMENDED).

Instructions to growers: This question is scored as “Recommended” and may be an item to consider incorporating into a long-term farm management strategy. The applicability of this question to your operation will depend on the size and scope of your farm. Metrics specified include the amount of N, P, and K applied per crop, per acre, or per acre per month.

## FV 29.2 Storage

FV 29.2.1 Fertilizers and biostimulants are stored in an appropriate manner that does not compromise food safety (MAJOR MUST).

Instruction to grower: If fertilizers are stored off-site by a custom applicator company, state the name of the applicator. If fertilizers are stored on-site, make sure they are in a clean area, and not in the same chemical shed, or are clearly separated by a wall or some physical barrier from plant protection products, and harvested products. Cross contamination between fertilizers shall be prevented. The standard requires that there be physical separation between fertilizers and other chemicals. Make sure MSDS sheets for all fertilizers are available and near the fertilizer storage area. The auditor may request to see if fertilizers are being stored in accordance with the label and MSDS.

FV 29.2.2 Fertilizers and biostimulants are stored in an appropriate manner that reduces environmental contamination (MINOR MUST).

Fertilizers are kept in a covered and enclosed area.

## FV 29.3 Organic Fertilizers

FV 29.3.1 A risk assessment for organic fertilizer is conducted as per intended use (MAJOR MUST).



Instruction to grower: If your farm uses organic fertilizers, you must conduct a detailed risk assessment for the products you use that includes the type of organic fertilizer, method of treatment, microbial contamination, weed seed content, heavy metal content, timing of application, and placement of application. For commercially available organic fertilizers, accompanying documentation and certifications of quality and content may be substituted for a risk assessment.

FV 29.3.2 The interval between the application of organic fertilizer and harvest does not compromise food safety (MAJOR MUST).

Instruction to grower: When used, organic fertilizer is used in the cropping system in accordance to the risk assessment. Raw manure is never applied directly to the potato crop.

FV 29.3.3 The use of human sewage is prohibited on the farm (MAJOR MUST).

Human sewage is never used on the farm.

## FV 29.4 Nutrient Content

FV 29.4.1 The content of major nutrients (nitrogen, phosphorus, potassium) in applied fertilizers is known (MINOR MUST).

Instruction to grower: If you use organic fertilizers, amend the below response. If you use only inorganic fertilizers, ensure that records of analysis are available and on file.

The farm only uses inorganic fertilizers. Certificates of analysis and content analysis for inorganic fertilizers are kept on file.

FV 29.4.2 Purchased inorganic fertilizers are accompanied by documented evidence of chemical content including heavy metals. (RECOMMENDED).

Instruction to grower: See 29.3.1.

## FV 30 Water management

### FV 30.1 Water Use Risk Assessments and Management Plan

FV 30.1.1 There is a risk assessment to assess food safety risks for pre- and postharvest water used (MAJOR MUST).

Instructions to growers: Maps must be provided to the auditor showing locations of wells, ponds, and canals. If personnel are trained to inspect pumps and valves, records of training

should be on file. If future upgrades are planned, have an operational plan for irrigation improvements on file.

The standard states that water samples should be taken as close to the point of crop contact as possible. When checking well water, take the sample from the pivot at the very last tower, so the water traveled the full length of the system. Amend statement below for your circumstances.

### Water Management Risk Assessment

Potatoes are not a ready to eat food and grow under the soil. These aspects are taken into consideration when mitigating risks associated with water quality. Our farm has access to both well water and Bureau of Reclamation water from the Columbia Basin Irrigation project. All of our wells are tested at least once a year via a commercial lab and the results are carefully evaluated. We have determined our wells to be low risk and assessed the food safety risk to be acceptably mitigated with yearly testing. Should a well ever test high for contaminants, we would cease irrigation and immediately try to locate the point source of contamination. We would work with local officials in an attempt to identify the nature of contaminants and evaluate the scope of food safety risk in relation to the timing of growing season, the end use of the product, and the possible public health impacts. Risks to underground aquifers utilized in irrigation include but are not limited to residential septic systems, failure of backflow devices, and contaminant leaching.

Our farm also receives water from the Columbia Basin Irrigation Project. Our farm draws irrigation district water from (enter canal locations). Water in this system is monitored by the irrigation districts for quality and quantity. The water is regularly tested throughout the season and is managed as a community resource. As the source of the water in this system is the Columbia River, the network of canals is complex and contaminants can be dealt with in a number of different ways. We deem the risks associated with this water source to be relatively low and rely on our community partners at the irrigation district to assist in mitigating the risk of contamination throughout the system.

The risk of chemical contamination was deemed low for this year, as all our pesticide mixing and staging areas are away from open canals and water sources. Pesticides are applied at label rates to avoid leaching. Water from a tested source may be used in chemical spray mixes. When water is used in spray applications, water tests are kept on file. Water is not used in any other pre-harvest operations.

The risk of biological hazards is relatively low and is mitigated through annual water tests. Biological hazards would be identified through tests with high microbial counts, and we would contact the irrigation district to assist in identifying the source of the biological contaminant.

The risk of physical hazards is relatively low, as foreign objects within the water supply on a closed-well system are unlikely. Furthermore, canals are regularly cleaned to prevent buildup of physical debris. Physical debris are incapable of entering the field through the water system, as we utilize center pivots in our field with sprinkler heads and pipes too small for physical hazards to pass through.

Our hazard control procedure includes routine maintenance of center pivots and scouting our water sources before planting each year. We continue to monitor our water system throughout the season. We collaborate with the irrigation districts to identify hazards associated with a community managed

water system, and the districts manage hazards by use of regional ditch riders trained in hazard identification and mitigation. Water not intended for use in food production is not available on site.

WATER MANAGEMENT RISK ASSESSMENT AND HAZARD CONTROL PROCEDURES  
REVIEWED BY:

NAME : \_\_\_\_\_  
DATE: \_\_\_\_\_

FV 30.1.2 A risk assessment has been undertaken to evaluate environmental issues for water management on the farm (pre- and postharvest) used (MAJOR MUST).

See above water risk assessment.

FV 30.1.3 A water management plan is available (MAJOR MUST).

#### Water Management Plan for Wells

Risks associated with wells include failure of backflow prevention devices and contamination from intrusion of the aquifer. Wells are inspected yearly. Backflow prevention devices are checked prior to use each season. Wells are tested at a certified lab for microbial contaminants.

#### Bureau Water Management Plan

As a managed system, the Columbia Basin Irrigation Project is under the governance of the Bureau of Reclamation, which maintains a management plan and collects appropriate data. Please see this website for updated information on the management plan and current data: [Columbia Basin Project \(usbr.gov\)](http://usbr.gov).

FV 30.1.4 Actions are taken to complement on-farm water management with off-farm activities (while recognizing that the legal scope of the producer is on the farm) (RECOMMENDED).

Instructions to growers: write a description of interactions with the agency that provides water to your farm.

#### FV 30.2 Water Sources

FV 30.2.1 Water use at farm level has valid permits licenses where legally required (MAJOR MUST).

Information for grower: This question requires that water use licenses and agreements be available for inspection on audit day. Supporting documents may include water use rights, reports from the Bureau of Reclamation and other legal agreements.

FV 30.2.2 Restrictions indicated in water permits/licenses are complied with (MAJOR MUST).

Information for grower: Ensure that water rights and water usage agreements are reconciled with estimated annual use records.

### FV 30.3 Efficient Water Use on the Farm

FV 30.3.1 Where feasible, measures have been implemented to collect water and, where appropriate, to recycle (MINOR MUST).

On fields irrigated by well water on our farm, this is not applicable. There is no run off from well irrigated fields.

Fields irrigated by Bureau of Reclamation water already incorporate a complex system of collecting and recapturing water through a series of wasteways. These wasteways and the protected area that surround them serve as key habitat for native plants, waterfowl, and animals.

The Columbia Basin gets on average 10 inches of precipitation a year and water collection using other catchment technologies and approaches is not feasible.

### FV 30.4 Water Storage

FV 30.4.1 Water storage facilities are present and well maintained to take advantage of periods of maximum water availability (RECOMMENDED).

Instruction to grower: This question will primarily only apply to irrigation ponds. There is a preference for the pond to be fenced in the standard, but this may be impractical under our growing conditions.

FV 30.4.2 Storage of water does not pose any food safety risks (MAJOR MUST).

Water is temporarily stored in irrigation ponds near our fields. These ponds cycle and are routinely drawn from throughout the irrigation season. The ponds are inspected and maintained weekly by farm staff for signs of intrusion or damage. The ponds are located in rural areas where they do not pose a high degree of risk for human intrusion, animal drownings, and other issues. Fencing these ponds is not economically or operationally feasible at this time.

### FV 30.5 Water Quality

FV 30.5.1 Water is analyzed for food safety, in accordance with the risk assessment (MAJOR MUST).

Instruction to grower: Have your file of test results available for review.

Well water is tested once a year by a certified laboratory. Bureau water is tested monthly at check points across the region and reports are circulated to growers. See FV 30.1.1.

FV 30.5.2 Corrective actions are taken based on results from the risk assessment and results of the water analysis (MAJOR MUST).

Note to grower: If you had any water related corrective actions, like circle failures or water tests with high microbial counts, state here how you addressed these items.

FV 30.5.3 The use of treated sewage water does not pose a food safety risk (MAJOR MUST).

Treated sewage water is never used on the farm.

FV 30.5.4 Water that comes into contact with products during harvest and postharvest meets the microbial standard for drinking water (MAJOR MUST).

Not applicable. Ice is not used in potato harvest. Recirculated water is not used for final washing in our operation. On our farm, the only post-harvest treatment of potatoes is the application of a sprout inhibitor, which is aerosolized into the potato pile in storage without the addition of water.

FV 30.5.6 Treated water used during harvest or postharvest is monitored appropriately (MAJOR MUST).

The scope of this audit only addresses field production. Field operations do not use treated water during harvest.

FV 30.6 Irrigation Predictions and Record Keeping

FV 30.6.1 Tools are routinely used to calculate and optimize crop irrigation (MINOR MUST).

Instruction for growers: If you use any type of soil moisture meter, rain gauge, or similar tools to measure irrigation needs, list them here.

The farm uses a combination of visual assessment, rainfall data, and recorded temperatures from local weather stations available on the internet. The center pivot water delivery rates are known, and this ensures an accurate delivery of the amount of water required without causing runoff or erosion.

FV 30.6.2 Measures are taken to understand the amount of water used and actions identified for how to increase water use efficiency (MAJOR MUST).

Instructions to growers: Based on estimated well irrigation delivery and bureau water records, create a summary of water usage for the farm. The records and means of estimating this information will vary per farm.

FV 30.6.3 Management of water is supported with metrics (RECOMMENDED).

Instructions to growers: At minimum, the total monthly amount of water used on the farm in agricultural production from each source should be listed.

## FV 31 Integrated pest management

FV 31.1 Implementation of integrated pest management (IPM) is assisted through training or advice (MINOR MUST).

IPM guidance is offered through field representatives, the Washington State Potato Commission, and extension educators in the region. The Washington State Potato Commission funds a pest-insect scouting network and alert effort, and a late blight alert system that is administered by Washington State University. Washington State University is also offering a Potato Pest Decision Aid System: <https://potatos.decisionaid.systems>.

FV 31.2 The producer is informed about the relevant pests, diseases, and weeds that affect their registered crops (MAJOR MUST).

Instructions to growers: Contact the Washington State Potato Commission and request a copy of the publication entitled “Insects, Nematodes, and Pathogens Important to Potatoes in the Pacific Northwest” by Andrew S. Jensen and Matthew J. Blua. Show it to the auditor as proof that your farm is aware of pest challenges. You can also find it online here: <https://www.potatoes.com/resources-and-education>.

FV 31.3 There is an integrated pest management (IPM) plan describing the measures used at farm level to manage the relevant pests, diseases, and weeds that affect the registered crop(s) (MINOR MUST).

Instructions to growers: As proof of understanding potato pests and commitment to IPM download and print the document “Integrated Pest Management guidelines for Insects and Mites in Idaho, Oregon and Washington Potatoes” by A. Schreiber, A. Jensen, S.I. Rondon, E. Wenninger, S. Reitz, and T. Waters” that is on the Northwestern Potato Research Consortium website (<https://nwpotatoresearch.com/images/documents/pnw-potato-ipm-final-2-13-23.pdf>). Also download and print “Cull Potato Management” by A. Jensen (<https://nwpotatoresearch.com/images/documents/Cull-Potato-Management.pdf>)

Principles of Integrated Pest Management are the basis of our pest control on our farm. We are well aware of the potato pests that are important in our area and their potential impacts,

and strive to combine biological, cultural, physical, and chemical means of minimizing the impact of pest control to people, property, and the environment while maintain profit. Our pest management plan includes:

- An understanding of interaction among pests and beneficial organisms in our agro-ecosystem.
- Monitoring pests using yellow sticky cards, pheromone traps, and field scouting.
- Action thresholds to suppress pest population densities based on the economic damage they might cause.
- Prevention of pest outbreaks through pest-free seed potato, crop rotations, pest-resistant varieties, and pesticide resistance management.
- The judicious uses of pesticides that target pests with low impact on beneficials and other non-target organisms.

#### FV 31.4 The producer implements prevention measures (MAJOR MUST).

**Instructions to growers: At least two preventative activities must be recorded for the farm each year.**

Using IPM strategies that rely on scouting, targeted chemical applications for psyllids were administered in accordance with the presence of the insect in the localized region. Controlling psyllids prevents the development of zebra chip disease through the transmission of a pathogen.

Volunteer potatoes are controlled in neighboring fields. Volunteer potatoes can harbor pathogens such as late blight. By controlling volunteer potatoes in fields, fungi, bacteria and viruses are less likely to infect the current year crop.

Cull piles are buried or otherwise destroyed on the farm at the end of each season. Whenever possible, cull piles are not used at all and culls are managed by selling the product to a dehydrator or tilling them into the soil. By managing culls appropriately, the spread of diseases is controlled. Culls may be a reservoir for viruses such as PVY and fungal pathogens like late blight.

#### FV 31.5 The producer practices monitoring of their registered crops to plan pest and disease management (MAJOR MUST).

Fieldmen and farm managers monitor fields for signs of virus infection during plant emergence. During the growing season, fields are monitored for the presence of fungal infections, like late and early blight.

Washington State Potato Commission funds an IPM insect pest scouting network and alert effort, and a late blight alert system that is administered by Washington State University. Washington State University is also offering a Potato Pest Decision Aid <https://potatos.decisionaid.systems>.

### FV 31.6 The producer makes interventions to manage pests (MAJOR MUST).

When insect pests are found in the field above an action threshold, sprays to control the insects are applied. Spray records are available on file.

### FV 31.7 Anti-resistance recommendations have been followed to maintain the effectiveness of available plant protection products (PPP) (MINOR MUST).

Our insect control program uses various modes of action, as per best practices recommendation, and classes of insecticide are either rotated or tank mixed.

### FV 31.8 The producer uses the results of integrated pest management (IPM) to learn and to improve the IPM plan (MINOR MUST).

**Instructions to growers: Provide the auditor with monitoring and pesticide application records for as many years as possible.**

The Decision Aid System, referenced above, is continuously updated each week using field data from farms in the area. Sampling is taking place that informs modeling and decision-making support offered within the DAS. Additionally, growers work closely with their field support representatives to scout and determine the outcome of approaches. Issues that remain unresolved are shared with the Washington State Potato Commission research team, who then elevate new challenges as research priorities for industry funding.

## FV 32 Plant protection products

### FV 32.1 Plant Protection Product Management

#### FV 32.1.1 Only treatments with plant protection products (PPPs) authorized by the country of production are used. (MAJOR MUST).

**Instructions to growers: Ensure that you can access a list of applied products in whatever system you use to record applications and sprays.**

All plant protectants and applied products used on the farm are labeled for use in the United States. Label information and proof of registration is available in our computerized database.

#### FV 32.1.2 Plant protection products (PPPs) and other treatments are applied appropriately and as recommended on the product label (MAJOR MUST).

Label recommendations are followed carefully for all applications. Only products registered for potatoes and labeled for the target pest are used. Biocides and waxes are not used on stored



potatoes on our farm. Potatoes in storage may be treated with a sprout inhibitor. When sprout inhibitors are applied, the product is applied according to labeled instructions. All sprout inhibitors are registered for use on potatoes in the United States of America.

#### FV 32.1.3 The producer takes active measures to prevent plant protection product (PPP) drift to neighboring plots (MAJOR MUST).

The farm applies all products, including fungicides, herbicides, insecticides, and fumigants, only when environmental conditions are appropriate. Spray nozzles are routinely calibrated to ensure that small droplet drift is minimized. Spray rigs are routinely serviced and maintained. Neighboring crops are surveyed for sensitive plantings, such as wine grapes. When necessary, the farm creates spray buffers and setbacks from sensitive crops and plantings. Carefully spray records and evaluation of atmospheric and wind conditions prior to planting also minimize drift hazards.

#### FV 32.1.4 The producer takes active measures to prevent plant protection product (PPP) drift from neighboring plots (RECOMMENDED).

The risk of pesticide drift into our potatoes from neighboring crops is low. Some of the fields are separated from adjacent land by dirt access roads which have weed barriers to trap drift. Much of the adjacent land is owned or leased by growers with whom we have business relationships. Land is used and traded as part of our lease rotation cycle. Applications made during the season to these rotation crops pose little threat to our potatoes. We routinely scout our field borders to look for signs of possible pesticide drift, in efforts to detect any possible incident early and take actions to correct it. Our fieldmen are trained to spot symptoms of herbicide and pesticide drift on potatoes.

### FV 32.2 Application Records

#### 32.2.1 Records of plant protection product (PPP) applications are kept (MAJOR MUST).

Instructions to growers: For most computerized application tracking systems (Agrian, Land DB), this data is entered regularly. Ensure that your records are up to date, and contain the name of the crop and variety, active ingredient and trade name, amount applied and concentration or rate, method of application, frequency of application, location, date and end time of application, pre-harvest interval and target pest. Since prior questions in the audit request the use of an IPM program, ensure that applications coincide with scouting records or programs. If you use primarily one fieldman or crop consultant, one name can be listed on all the crop protectant records. If the farm manager oversees the authorization of all applications and orders sprays, his name may be listed. Whoever is listed as the technical authority should have proof of applicator license, training credentials, or documentation that they are operating under the consulting authority of an established company. Have records of sprout inhibitor application are kept for each storage.

FV 32.2.2 Weather conditions at time of application are recorded (MAJOR MUST).

Instructions to growers: as part of your application records log condition that could affect drift including wind speed and direction, sunny or cloudy, etc.

FV 32.3 Plant Protection Products Preharvest Intervals

FV 32.3.1 There is evidence that the registered preharvest intervals have been complied with (MAJOR MUST).

Instruction for grower: This information is routinely tracked through the computerized spray tracking system. Prior to the audit, ensure that you can generate the pre-harvest report on whatever system you are using, or otherwise access the preharvest interval information for sprays that were applied. Expect that the auditor may request you to show which spray was last applied to a field undergoing harvest and demonstrate that you documented the preharvest interval for that spray application.

FV 32.4 Plant Protection Products Empty Containers

FV 32.4.1 Empty plant protection product (PPP) containers are triple rinsed with water before storage and disposal, and the rinsate is disposed of in such a way as to mitigate the risk to the environment (MAJOR MUST).

Empty containers are triple rinsed and emptied back into the spray tank. Empty containers are taken to an approved recycling facility and deposited.

FV 32.4.2 The reuse of empty plant protection product (PPP) containers for purposes other than containing and transporting identical products is avoided (MAJOR MUST).

Farm policy and best practices prohibits the reuse of chemical containers for any reason. All chemical containers are triple rinsed and taken to an approved recycling facility.

FV 32.4.3 Empty containers kept secure until disposal is possible (MINOR MUST).

Empty containers are securely stored at (List location on farm where these are stored). Empty containers are taken to the recycling facility (list frequency) times a month.

FV 32.4.4 Empty plant protection product (PPP) containers are disposal of in such a way as to mitigate the risk to humans and the environment (MINOR MUST).

All empty plant protectant product containers are taken to a recycling facility.

FV 32.4.5 Official collection and disposal systems are used, when available, and the empty containers are then adequately stored, labelled, and handled according to the rules of that collection system (MINOR MUST).

Instructions to growers: The answer to this question will depend upon the collection and recycling procedures available near you. Many chemical container recycling companies have websites that contain information with drop-off dates and locations. Additionally, they may post information about how to clean containers prior to drop off and list the rules of the collection system.

FV 32.4.6 All local regulations regarding disposal or destruction of containers are complied with (MAJOR MUST).

The recycling program complies with local regulations regarding disposal of pesticide containers.

#### FV 32.5 Obsolete Plant Protection Products

FV 32.5.1 Obsolete plant protection products (PPPs) are securely maintained and identified and disposed of by authorized or approved channels (MINOR MUST).

The farm does not store or utilize obsolete products and chemicals. When a chemical is no longer registered, it is disposed of in accordance with manufacturer and labeled instructions. Products are rotated annually to ensure that older product is used first and no expired product remains.

#### FV 32.6 Disposal of Surplus Application Mix

FV 32.6.1 Surplus application mixes or tank washings are disposed of responsibly (MINOR MUST).

Commercial applicators and contracted spray companies remove all surplus spray from the fields. These companies rinse and wash equipment tanks and sprayers at approved chemical handling facilities, where the rinse is contained in designated areas. On the farm, whenever possible, all surplus application mix is applied to the crop but maximum application rates are never exceeded. Furthermore, when on-farm tank washing occurs, the wash water is applied to potatoes along the edge of the field, with care taken not to exceed the maximum application threshold. Tank rinse water is never released near surface water in locations where run-off could compromise water quality and safety.

#### FV 32.7 Residue Analysis

FV 32.7.1 Information regarding maximum residue levels (MRL's) is available for the destination markets in which products will be traded (MAJOR MUST).

Instructions to growers: The way this question is answered will depend on the operation. If you are selling only processed potatoes, the processor may already be taking samples from your fields for MRL testing. Ask your fieldman for MRL test records if this is the case. If the processor will most likely be using your potatoes to fulfill domestic orders, you can state that MRL testing is not conducted because product is not destined for foreign markets. By carefully complying by labeled rates, you should be meeting MRL expectations and requirements.

The country of destination for our potatoes is not always known at the time of harvest and/or the time of sale to a processor or packinghouse. However, we always apply registered products at the labeled rates, therefore complying with MRLs for most markets. If we knew which country we were going to export to, we would comply with MRLs by utilizing the MRL database at: <https://bcglobal.bryantchristie.com/>. Our policy on MRL is to strictly adhere to the label requirements, and thus fulfill the majority of MRL requirements for domestic consumption and export.

When used at the labeled rate and when label instructions are carefully followed, residue of sprout inhibitor is not considered a food safety concern or subject to MRL testing under our current marketing strategy.

FV 32.7.2 A risk assessment for all registered products has been completed and the maximum residue level (MRL) requirements of the applicable market(s) are met (MAJOR MUST).

Instructions to growers: As noted above, the way this question will be answered depends on if you export. Possible answers are listed below. Select which applies to your operation. Ensure records on file coincide with your approach to MRL testing.

Our farm produces only fresh pack potatoes which are not destined for export. As we use all product at labeled rates and keep careful spray records, we are complying with domestic requirements. When applied at labeled rates, MRLs for United States registered products are not exceeded. Our farm produces fresh potatoes destined for (INSERT COUNTRY). We have documented acceptable MRL levels for this country and conducted MRL testing on the harvest product. Results of the MRL testing are on file and are shared with the buyer.

Our farm produces only processed potatoes. At the point of sale, the processor is our buyer and assumes full control of our bulk product. When the processor anticipates exporting the product, the processor will test MRLs as per their expectations of foreign resale. Request MRL policy and information from your processor and have it on file for audit day.

When used at the labeled rate and when label instructions are carefully followed, residue of sprout inhibitor is not considered a food safety concern or subject to MRL testing under our current marketing strategy.

FV 32.7.3 The correct maximum residue level (MRL) sampling and testing procedures are followed (MAJOR MUST).

**Instructions to growers: If you or the processor are conducting tests for MRLs, request the sample testing protocol from your fieldman and/or the testing laboratory.**

When used at the labeled rate and when label instructions are carefully followed, residue of sprout inhibitor is not considered a food safety concern or subject to MRL testing under our current marketing strategy.

FV 32.7.4 A documented action plan is available that describes the steps to be taken if an unauthorized plant protection product (PPP) is detected in the maximum residue level (MRL) sampling (MAJOR MUST).

In case that an unauthorized plant protection product is detected, the hold and recall policy will immediately go into effect. All product will be recalled, and product in transit or in the field will be placed on hold. Using sales records from packinghouses and processors, buyers will be informed to remove product from shelves and destroy it. Means of destruction include burial and tilling (unharvested product), depositing in a landfill, and disposing of it in garbage receptacle that is not accessible to pilfering.

FV 32.7.5 A documented action plan is available that describes the steps to be taken if a maximum residue level (MRL) is exceeded (MAJOR MUST).

In case of an MRL exceedance, the hold and recall policy will immediately go into effect. All product will be recalled, and product in transit or in the field will be placed on hold. Using sales records from packinghouses and processors, buyers will be informed to remove product from shelves and destroy it. Means of destruction include burial and tilling (unharvested product), depositing in a landfill, and disposing of it in garbage receptacle that is not accessible to pilfering.

## FV 32.8 Application of Other Substances

FV 32.8.1 Up-to-date application records are kept of all other substances not covered under any of the sections (MINOR MUST).

Records of all applications of products are kept on file in the farm's computerized tracking system. For potatoes, these may include herbicides for vine kill, soil penetrants, or other similar products. All products are used in compliance with label instructions.

## FV 32.9 Plant Protection Product and Postharvest Treatment Product Storage

FV 32.9.1 Plant protection products (PPP's), biocontrol agents, and any other treatment products are stored in a manner that ensures the associated risks are managed (MAJOR MUST).

Instructions to growers: To comply with this question, the chemical storage must be locked. The auditor will request to see how product is measured and mixed. If external utensils (mixing sticks, scoops, measuring devices, etc.) are used, ensure they are clean, labeled only for chemical handling, and placed in the chemical shed. Ensure that there is some type of vents inside the chemical storage building, even if these are just screened holes. Segregate products used only for potatoes from products applied to other crops, like field corn or wheat, within the chemical storage building. Have an area designated for potato products only.

Ensure that there is some type of vents inside the chemical storage building, even if these are just screened holes. If the shelves are composed of wood or if chemicals are stacked on wooden pallets, this question may be downscored. List the individuals with keys to the chemical shed.

The farm’s chemical shed remains locked whenever not actively in use. The farm owner, farm managers, and specified farm workers have access to the chemical shed.

Name	Title	Date Given Keys to Chem Shed

All chemical storage is in compliance by regulations set forth in WSDA and EPA guidance documents. Powders are stored above liquids. The chemical shed is locked whenever not in active use. Chemicals are always retained in their original packaging. Sprout inhibitors are treated like other crop protectant chemicals and are stored in the locked chemical shed prior to use. Sprout inhibitors are never stored near produce or cleaning materials. Sprout inhibitors are stored on shelves where they are not below other chemicals. Whenever possible, sprout inhibitors are stored on their own shelf and in their own section of the chemical storage building.

FV 32.9.2 The plant protection products (PPP’s) storage is structurally sound and robust (MINOR MUST).

Auditor will observe.

FV 32.9.3 Plant protection products (PPP’s) storage does not pose a risk to workers or create opportunities for cross contamination (MINOR MUST).

Instructions to growers: Be sure that liquids are not stored above powders and granular formulations. Auditor will observe.

FV 32.9.4 Plant protection products (PPP’s) are stored at appropriate temperatures (MINOR MUST).

Auditor will observe.

FV 32.9.5 Plant protection products (PPP's) storage is illuminated (MINOR MUST).

Auditor will observe. If chemical shed is a walk-in unit, a case could be made that ambient light from an open door will serve to illuminate the product. The auditor may however expect that an electrical light source be present. The installation of battery-operated LED lights should suffice.

FV 32.9.6 Plant protection products (PPP's) storage is able to retain and manage spillage (MINOR MUST).

Instruction to grower: This question requires that a spill kit be present in the chemical storage and mixing areas. The standard requires an absorbent material (sand, kitty litter), plastic bags to contain the contaminated material, a dustpan, and broom designated for chemical clean-up be available. If you are only mixing and loading in designated areas, specify how you handle spills in loading areas. Auditor will observe. If the shelves are composed of wood or if chemicals are stacked on wooden pallets, this question may be downscored.

FV 32.10 Mixing and Handling

FV 32.10.1 Access to health checks is available to workers with exposure to applicable plant protection products (PPP's) according to the risk assessment or exposure and toxicity of products (MINOR MUST).

Instructions to growers: If utilizing a commercial applicator service, this question would be covered by the commercial applicator's employee insurance policy. If chemical applications are taking place on the farm, demonstrate that health checks are offered as part of your health and wellness plan to employees overseeing these processes. In the event that some handlers are not covered under the health insurance plan, a yearly health screening should be made available to workers, with record of this service kept on file. Note that the grower should conduct a thorough risk assessment based upon how products are applied on the farm. If only your farm manager mixes and loads chemicals, his insurance coverage may meet the full spirit of this question. If you have multiple seasonal employees overseeing mixing and loading, additional health screenings may need to be offered to these individuals. You should assess the risk and create a procedure.

FV 32.10.2 Plant protection products (PPP's) are mixed and handled according to label requirements (MAJOR MUST).

Mixing and loading of chemicals on the farm occurs in the designated areas, away from surface water, and in accordance with the label.

FV 32.10.3 An accident procedure is available near the plant protection product (PPP)/chemical storage (MINOR MUST).

Instructions to growers: Post the address of the farm, the emergency response number (911), the 24 hour a day contact information of key farm managers, and emergency contact for chemical spill cleanup and mitigation services.

FV 32.10.4 Facilities are available to deal with operator contamination (MINOR MUST).

Instructions to growers: In addition to eyewash stations, ensure that required emergency treatment equipment for chemicals mixed and loaded on the farm are provided. This may include showers, pesticide specific first aid kits, etc.

FV 32.10.5 Plant protection products (PPP's) are transported between production sites in a safe and secure manner (MINOR MUST).

### **Plant Protectant Transportation Policy**

Plant protectants are never transported inside the closed cabs of vehicles. Whenever possible, products are mixed and loaded onto spray rigs in designed mixing and loading sites. When products are hand carried from storage to loading sites, workers should ensure the product cap is securely fastened and that the container is free from leaks. The hands and eyes should be protected when hand-carrying product containers. In cases where products are transported to the field or another location, they should be securely stored in the bed of trucks or on secured trailers. Lids should be securely fastened and the containers free of leaks. Product should never be transferred to any other container prior to transport.

FV 32.10.6 The farm has documented procedures addressing re-entry times after plant protection product (PPP) application (MAJOR MUST).

### **Re-Entry Interval Policy**

Sprays requiring reentry intervals are posted, with all pertinent and required information written on the sign (date, product, time, etc.). Using computerized tracking software, farm managers are able to determine which fields are currently under reentry restrictions. This information is relayed to crews and employees. Where early reentry with proper PPE is permitted by the label, the farm provides workers with training, equipment, and instruction to do so. Where no re-entry interval is required by the label, workers are permitted to reenter the area once the leaves have dried.

FV 32.11 Invoices and Procurement Documentation



FV 32.11.1 Invoices and/or procurement documentation of all plant protection products (PPPs) and postharvest treatments are kept (MAJOR MUST).

Computerized records and invoices for purchase of crop protectants are kept on file.

### FV 33.1 Packing (in-field or facility) and Storage Areas

FV 33.01.1 Harvested and packed products are stored to minimize food safety risks (MAJOR MUST).

Harvested produce is transported either directly to a storage facility, processor, or packinghouse. When product is being transported more than 10 miles on major highways, it is tarped for protection. Storages are kept clean and sanitized prior to use. Pilers are cleaned before use, and date of sanitation recorded on the equipment cleaning log.

FV 33.1.2 All locations for collection, storage, and distribution of packed products are cleaned and maintained (MAJOR MUST).

Potatoes are mechanically harvested and transferred directly into the bed of potato trucks for transport to storages, processing facilities, or packinghouses.

FV 33.1.3 Packaging materials are appropriate for their intended use and stored under conditions that protect the materials from contamination (MAJOR MUST).

Packing materials are not purchased or used on our farm. Packing, when it occurs, is the responsibility of the packinghouse. The packinghouse is governed by a separate audit, but does source their packaging material from an approved source. Potatoes destined for processing are not packaged until the processing steps are complete. Packaging of processed potatoes is the responsibility of the processing company and outside the scope of this farm audit.

FV 33.1.4 Cleaning equipment, agents, lubricants, etc. are stored and used to prevent chemical contamination of products and are approved for application in the food industry (MAJOR MUST).

**Instructions to growers: Label cleaning products for food contact surfaces. Store chemicals and equipment for cleaning appropriately to not risk product contamination. Cleaning activities shall not present a food safety risk. Ensure that you have saved invoices for food grade lubricants. Food grade lubricants should be used in areas where potatoes contact equipment on harvesters, conveyers, and pilers.**

Food grade lubricants are used on equipment that comes in contact with product, or on equipment that passes above product (chains, etc.) and these lubricants are stored in areas where they will not be a source of contamination for product or be contaminated by other

chemicals. Cleaning and sanitizing agents are not stored near product. No foreign materials or products are allowed to be in the large potato storage bays. Invoices of food grade lubricant purchase are kept on file.

## FV 33.2 Foreign Bodies

### FV 33.2.1 Systems are in place to ensure that foreign materials do not contaminate products (MAJOR MUST).

Potato sorting and weighing occurs in the processing and packing facility. Bulk potato storages have lights that are either not above the product or are covered in mesh or protective coverings. Contaminants from the field, natural or human-produced, are removed from potatoes at sorting tables in the field immediately after harvest.

### FV 33.2.2 a procedure is in place for handling foreign materials contamination products (MAJOR MUST).

## Glass Policy

Glass and brittle plastic containers are not permitted in fields, storages, packing facilities or near the harvest operation.

Light bulbs, glass components, and plastic coverings on harvesting equipment are to be protected so as not to contaminate produce or fields in the case of breakage.

Should glass or brittle plastic break on harvesting equipment, workers will cease operation immediately. Product contaminated from broken glass or brittle plastic will be disposed of and put into garbage containers which are emptied regularly. Equipment will be cleaned, washed, and inspected after contamination.

Glass light bulbs on center pivots occur only over the pad. Glass lights on pivots do not extend over the product. During routine pivot inspections, workers will observe the light bulbs so that any broken or malfunctioning light is identified quickly and is not a source of contamination. In the event that the pivot lightbulb should break, product within 30 feet of the pad will not be harvested.

## FV 33.3 Packing and Storage Areas

### FV 33.3.1 Controlled storage conditions are maintained (MAJOR MUST).

If potatoes are not taken directly to the packinghouse or processing facility, they are placed in a commercial storage. Commercial potato storages are sophisticated and have computerized temperature and humidity monitoring systems. The potato storage's computer systems keeps a

log of temperatures at all times, and alerts the grower to changes in temperature through text messages, alarms, and external indicator lights. Humidity is also monitored.

#### FV 33.4 Pest Control

##### FV 33.4.1 A pest management plan is in place and implemented (MAJOR MUST).

Packing of potatoes is handled by the packinghouse and is outside of the scope of this audit. Potatoes are stored in bulk storage buildings. Contracted pest control services place rodent traps around the storage areas to control pest activity. Storage doors are sealed tight, and few other pests (insects, slugs, amphibians, etc.) are of a concern.

**Instructions to growers: Have invoices and service records for pest control in and around storages available on file.**

##### FV 33.4.2 Records are kept of pest control inspections and corrective actions taken (MAJOR MUST).

**Instructions to growers: Records from your pest control company should indicate if rodents were caught in the traps upon routine inspection. The number of rodents killed or captured is usually part of their routine record keeping. Request this information from your contractor prior to audit day.**

##### FV 33.5.1 Final product labeling is appropriate (MAJOR MUST).

**Instructions to growers: Demonstrate labeling information required in contracts with customers.**

Packing provided by our marketing group adheres to label requirements by the USDA, WSDA, and customer specification.

##### FV 33.6.1 A Risk-based microbial environmental monitoring program is in place for the product handling areas (MAJOR MUST).

As potatoes are not a ready-to-eat crop, the risks associated with the products are low. Swabbing for pathogens is not feasible in the dusty environment in which potatoes are harvested and stored. As potatoes retain dirt from the harvest in storage, swabbing results would be inconclusive and not relevant.

The established environmental monitoring program (EMP) for commercial potatoes is limited to water testing of irrigation water. Records of irrigation water analysis are kept on file, including corrective actions. The risk assessment concludes that the primary source of contamination to field potatoes is irrigation water, with appropriate mitigation through seasonal monitoring.

FV 33.7.1 Air and compressed gasses are monitored, stored, and handled so as to minimize food safety risks (MAJOR MUST).

Air and compressed gases are not used in commercial potato production at the field level. Compressed air is used only in machine maintenance applications (air tires, etc.) and is not related to food safety. Fans may be present on the harvesters to support the removal of vine material during harvest, but this is not compressed air. All equipment is washed with water and/or a formulation of water with sanitizer prior to use and does not rely on compressed air or gases. Packing and processing applications of compressed air occur in the next step of the supply chain and are out of scope of this audit