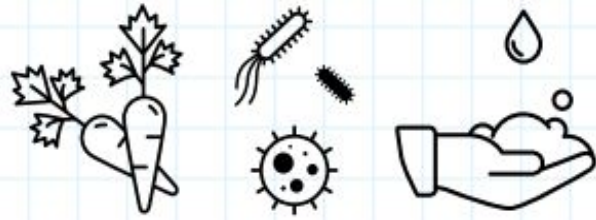


Writing a Food Safety Plan with:



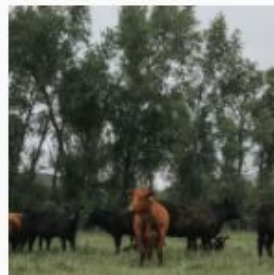
A Small Farmer's
Practical Guide to

**Food
Safety**

Mariah Foley
Vegetable Lead at Rock Bottom Ranch

I was LOST when
trying to write
a food safety
plan for a small
qualified-exempt
farming
operation

- Previous food safety plan experience: helped develop a FSP for Harmonized GAP + while working at a larger operation
- NOW: Manage small scale intensive vegetable production for an educational non-profit on a site that is open to the public and has diversified rotationally grazed livestock



Why write a detailed FSP if Qualified Exempt?

Why write a food safety plan?

Ethical+Legal obligation to provide the safest food possible

FSP is a working document to communicate practices

The act of writing it helped me think through and better our systems

What I wanted our food safety plan to do for my farm?

The audience is my coworkers not an auditor

Align with the RBR's mission of education and communicate practices with: agricultural staff, larger organization, public

To identify areas we don't have perfect food safety practices

Helpful Aspects of the Guidebook

Plain, friendly language

Details on legal requirements

Felt like a mentor is sitting down with you to write FSP

Where I got
started?

- 1. Took notes while reading through guidebook**

wrote down anything that triggered a thought, these thoughts served as an outline for my FSP (roughly following the guidebook's outline)
- 2. Went back through and made a list of SOP's to write**

Identified both good practices and areas of improvement in food safety, looked at each area of farming and site operations
- 3. Developed a training format for staff**

Loosely edited this whole document to share with larger staff team. *WORKING DOCUMENT*



Cleaning and Sanitizing S...

WASH-10
Date: 1/2/2022
PURPOSE: Describe how to assess water that will be used to wash and clean produce and how to determine if the water is safe for use.
SCOPE: Applies to all farm workers including farm workers and managers. Applies to all produce that will be sold or consumed in the farm or at a farm stand.
RESPONSIBILITY: Supervisors must ensure a risk assessment prior to harvesting and that water is safe for use. All farm workers must ensure that water is safe for use.
PROCEDURE: To be completed prior to harvesting fresh fruits and vegetables to assess potential animal activity or fecal contamination in an animal production area that may enter a risk of contamination to the crop.
 1. Conduct an assessment of the area to look for risk to determine if there is wildlife and domestic animal activity or contamination of produce in the field. Refer to the Pre-harvest Risk Assessment SOP.
 2. Assess water quality. Water that is not safe to drink is not safe to use for washing produce. Assess water quality by testing for:
 a. Determining if water is clear and free of debris, sediment, or other contaminants.
 b. Determining if water has been contaminated and any contaminants, such as fecal matter, need to be removed.
 c. Determining if water should be treated if any contaminants should be modified.
 3. Document your observations and actions taken in the Pre-harvest Risk Assessment log.

Training/Notes:
 • Do not consume any of wildlife or domestic animal intrusion such as: animal feces, animal droppings, animal urine, animal tracks, or other indicators that the crop may be contaminated.
 • Do not consume any produce from the field or parking area.



Preharvest risk assesme...



Handwashing SOP

WASH-10
Date: 1/2/2022
PURPOSE: Describe how to assess water that will be used to wash and clean produce and how to determine if the water is safe for use.
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PROCEDURE: To be completed prior to harvesting fresh fruits and vegetables to assess potential animal activity or fecal contamination in an animal production area that may enter a risk of contamination to the crop.
 1. Conduct an assessment of the area to look for risk to determine if there is wildlife and domestic animal activity or contamination of produce in the field. Refer to the Pre-harvest Risk Assessment SOP.
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 b. Determining if water has been contaminated and any contaminants, such as fecal matter, need to be removed.
 c. Determining if water should be treated if any contaminants should be modified.
 3. Document your observations and actions taken in the Pre-harvest Risk Assessment log.



preharvest risk assessmen...



Ilnees and Injury reportin...

Sample SOP: On-Farm Illness and Injury
Date: 1/2/2022
PURPOSE: Describe what to do when an illness or injury occurs on the farm.
SCOPE: Applies to all farm personnel including farm workers and managers, and farm visitors.
RESPONSIBILITY: Supervisors of the farm should know what to do when an illness or injury occurs in production areas and what corresponding needs to be completed. Management needs to know when completed records are to be filed and stored.
PROCEDURE: The procedure must be completed in the event of all illness or injury, fracture or laceration or injury, related to the aspect of the injury, in the event of an illness or injury.
 1. Determine the extent of the illness or injury. If the illness or injury is not serious, the supervisor should provide first aid and refer to the farm's first aid kit.
 2. If the illness or injury is serious, the supervisor should call 911 and provide first aid until help arrives.
 3. If the illness or injury is serious, the supervisor should call 911 and provide first aid until help arrives.
 4. If the illness or injury is serious, the supervisor should call 911 and provide first aid until help arrives.
 5. If the illness or injury is serious, the supervisor should call 911 and provide first aid until help arrives.



On-Farm Illness and Injur...



Food Safety Training log

Cleaning Produce Storage Containers Operating Procedure
Created by: Maria Foley, Vegetables Lead, modified from sample located in [Food Safety Training Log](#)
Date: 02/15/2022
Revision: 1
PURPOSE: Describe how to clean produce storage containers to ensure that they are safe for use.
SCOPE: All farm workers, managers, employees, or visitors.
RESPONSIBILITY: Supervisors are responsible for following the SOP to properly clean and sanitize produce storage containers. Farm workers and food safety managers are responsible for cleaning the facilities and proper techniques, ensuring containers are cleaned with the correct materials and methods, and making sure the cleaning and sanitizing steps are followed correctly.
PROCEDURE: Clean storage of produce, wash it and use it as soon as it is safe to use after contamination, after food safety storage.
NOTES/ISSUES OR TIPS:
 • Always clean the storage containers before use.
 • Use hot water to clean the storage containers.
 • Use a brush to clean the storage containers.
 • Use a sanitizer to clean the storage containers.
 • Use a sanitizer to clean the storage containers.
 • Use a sanitizer to clean the storage containers.



Cooler Cleaning SOP

Cleaning and Sanitizing Cooler (Refrigerated) Operating Procedure
Created by: Maria Foley, Vegetables Lead, modified from sample located in [Food Safety Training Log](#)
Date: 02/15/2022
Revision: 1
PURPOSE: Describe how to clean produce storage containers to ensure that they are safe for use.
SCOPE: All farm workers, managers, employees, or visitors.
RESPONSIBILITY: Supervisors are responsible for following the SOP to properly clean and sanitize produce storage containers. Farm workers and food safety managers are responsible for cleaning the facilities and proper techniques, ensuring containers are cleaned with the correct materials and methods, and making sure the cleaning and sanitizing steps are followed correctly.
PROCEDURE: Clean storage of produce, wash it and use it as soon as it is safe to use after contamination, after food safety storage.
NOTES/ISSUES OR TIPS:
 • Always clean the storage containers before use.
 • Use hot water to clean the storage containers.
 • Use a brush to clean the storage containers.
 • Use a sanitizer to clean the storage containers.
 • Use a sanitizer to clean the storage containers.
 • Use a sanitizer to clean the storage containers.



Gator Cleaning SOP

Traceability System (Refrigerated) Operating Procedure
Created by: Maria Foley, Vegetables Lead, modified from sample located in [Food Safety Training Log](#)
Date: 02/15/2022
Revision: 1
PURPOSE: Describe our farm's traceability system.
SCOPE: Applies to all produce and to our farm.
RESPONSIBILITY: All employees are responsible for following the SOP to properly clean and sanitize produce storage containers. Supervisors are responsible for following the SOP to properly clean and sanitize produce storage containers.
PROCEDURE: The procedure must be completed in the event of all illness or injury, fracture or laceration or injury, related to the aspect of the injury, in the event of an illness or injury.
 1. Label each crop with the lot number based off of the labor date of harvest. Every lot and bag must be labeled in lot or harvest. Labels must be located in every stage of packing.
 2. If the lot number is not labeled, the supervisor should refer to the farm's first aid kit.
 3. If the lot number is not labeled, the supervisor should refer to the farm's first aid kit.
 4. If the lot number is not labeled, the supervisor should refer to the farm's first aid kit.
 5. If the lot number is not labeled, the supervisor should refer to the farm's first aid kit.



Traceability System SOP