Michigan's Safe Food Risk Assessment

For small, direct-market fruit and vegetable producers

A voluntary and confidential food safety program

Scale-appropriate for small farms

Provides recognition of farms that complete the program

MICHIGAN STATE | Extension
U N I V E R S I T Y

Project GREEEN

Michigan
Department of
AGRICULTURE
& Rural Development

Introduction (05/1/2013) Regardless of the size of your farming operation, the use of Good Agricultural Practices (GAP) is highly recommended to reduce the risk of foodborne illness. Using good production, harvest and post-harvest management practices that keep disease-causing organisms and other contaminants off produce will help ensure the wellness of your customers and the success of your fresh produce business.

Many grocery chains and institutional produce buyers have addressed consumer food-safety concerns by requiring a certified food-safety farm audit from their fresh produce growers and suppliers. A number of public and private organizations can assist producers who wish to have a certified audit.

Your fresh produce consumers and buyers probably *do not* require a certified food-safety farm audit. However, you may be interested to demonstrate or to ensure your farming operation utilizes safe food practices. The Safe Food Risk Assessment may be for you.

The Safe Food Risk Assessment is a small farm, scale-appropriate voluntary program designed to educate fresh fruit and vegetable producers about food safety and to recognize those who implement safe food management practices. Producers who successfully complete the assessment and on-site farm review will receive a certificate of completion that can be shared with their consumers and buyers. The completion of the assessment will help you prepare for a certified food-safety farm audit. The Safe Food Risk Assessment is only a review of your farming practices and is not the same as a certified audit. It is also not a guarantee of food safety.

To become a Safe Food recognized producer you must be able to demonstrate or document conformance with at least 80 percent of the key food-safety management practices listed in the green outlined boxes in the Safe Food Risk Assessment. In other words, if 20 of the safe food management practices apply to your farm, you must be able to demonstrate to the farm reviewer that at least 16 of the safe food practices are implemented on your farm.

Most of the other safe food management practices in the risk assessment (not in green outlined boxes) are part of a United States Department of Agriculture (USDA) GAP-certified farm audit. Producers are encouraged to adopt *all* of the low risk management practices listed in the Safe Food Assessment, but only the green-boxed practices will be evaluated for the awarding of a certificate of completion. (Note: The USDA GAP includes additional food safety questions that are not included in this program.)

The Food Safety Modernization Act (FSMA) was signed into law on January 4, 2011. FSMA aims to ensure the U.S. food supply is safe by shifting the focus from responding to contamination to preventing it. Some FSMA proposed requirement/guidelines that may impact small-scale producers are included in the Safe Food Risk Assessment. These proposed requirements/guidelines are listed in *italic print* and included for educational purposes only. The FSMA, administered by the US Food and Drug Administration will be implemented over the next several years.

How to get started:
The Safe Food Risk Assessment is a series of risk questions that will help you assess how effectively your management practices ensure food safety on your farm.

1- Answer the risk questions by selecting the answer that best describes management practices used on your farm. Indicate your risk level in the second column from the right margin. Skip any question that does not apply to your farm.

2- After completing each section of risk questions, list the practices that present a high food safety risk in the Safe Food Improvement Action Plan.

3- In the Action Plan, list:
   a. Management practices you plan to implement that will reduce the identified risk.
   b. Sources of technical or financial assistance needed to implement the change.
   c. Target dates for implementing the changes and scheduling a Safe Food farm review.

To schedule a Safe Food farm review, contact the Michigan Department of Agriculture and Rural Development at 517-335-6529. Your successful completion of this assessment, plan development/implementation and review will support the growing public interest in healthy local foods and the associated jobs and economic activity. Thank you for your interest and participation in the Safe Food Risk Assessment.

Michigan Department of Agriculture and Rural Development and Michigan State University Extension
PO Box 30017, Lansing, MI 48909
517-335-6529

Safe Food Risk Assessment

Note: Green text indicates proof of food safety intentions, if a USDA GAP audit is requested.

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement 80% score needed for Certificate of Completion
1.01) Does the farm operator have a food safety program that is followed to reduce the risk of foodborne illness?	A written food safety plan (document) exists and is being implemented.	Food safety practices are generally followed, but a written document needs to be developed.	A food safety plan is not available.		A written plan or conformance with Cornell bulletin, "Food Safety Begins on the Farm." www.gaps.cornell.edu Note: A written document is required for USDA GAP certification.
1.02) Does the farm operator have a person designated to implement and oversee a food safety program?	The designated food safety person is documented in the food safety plan.	Yes, but the written document needs to be developed.	There is no designated food safety person.		Note: A written document is required for USDA GAP certification.

Worker Health and Hygiene

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
2.01) Does the farm operator provide workers with clean water that is safe to drink and to wash hands?	Potable water is provided by municipal water system. Or, Potable water provided by an on-farm well that is regularly tested and proven potable with records.	Water is provided from on-farm well that is not regularly tested.	Water is provided from surface water source.		Water test reports indicate water is safe to drink, or municipal drinking water is documented.

USDA GAP definitions: A **document** may be a combination of standard operating procedures outlining company policy as well as a record indicating that a particular action was taken. A **policy** indicates that a policy/standard operating procedure (SOP) must be documented in the food safety plan to show conformance with the question. A **record** indicates a record is required to be kept showing an action was taken.

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
2.02) Does the farm operator provide staff training on proper sanitation and hygiene?	A formal training program is delivered to all staff and documented in the food safety plan.	Informal training is provided that is not documented.	No training is provided.		Records indicate workers are adequately trained on sanitation and hygiene.
2.03) Do all farm employees and visitors follow proper sanitation and hygiene practices?	Yes. Food safety plan includes a policy on sanitation and hygiene.	Yes, but not listed in a written food safety plan.	No.		
2.04) Do employees/workers wash their hands before beginning or returning to work?	Yes.		No.		Employee/worker interview(s) indicate(s) satisfactory hand-washing practices.
2.05) Are signs posted to instruct employees to wash their hands before beginning or returning to work?	Yes. Signs are posted in the native language of the predominant number of workers.		No.		Note: Signs are not required when workers are family members.
2.06) Is employee smoking and eating confined to areas separate from where produce is handled?	Written policy indicates smoking and eating is confined to edges of fields out of harvesting zones or in the driveway areas between fields. In packing and storing facilities, a smoking and eating area is in a designated area located separate from the produce flow zone.	Yes, but the written policy needs to be developed.	No. Smoking or eating occurs in produce contact areas.		

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
2.07) Are workers with diarrheal disease or symptoms of other infectious diseases prohibited from handling fresh produce?	Written policy prohibits sick worker contact with fresh produce. Supervisors are familiar with symptoms of infectious disease.	Yes, but the written policy needs to be developed.	No. Sick workers may continue to work in produce contact areas.		Written policy or employee/worker interview(s) indicate(s) sick workers are not allowed contact with produce.
2.08) Is there a policy describing procedures regarding produce contact with blood and other bodily fluids?	Written policy specifies handling/disposition of fresh produce contaminated with blood or other bodily fluids.		No.		
2.09) Are workers instructed to seek prompt treatment for cuts abrasions and other injuries?	Written policy requires workers to seek treatment for all injuries.	Yes, but the written policy needs to be developed.	No.		
2.10) Are company personnel applying pesticides or other regulated materials certified or licensed?	Records indicate personnel are certified or licensed.		No		
2.11) Are company personnel applying non-regulated materials (fertilizers, waxes, cleaners, etc.) trained on their proper use?	Records indicate personnel are trained.	Yes, but no records.	No.		

Water Usage					
Risk question	**Low Risk – 3** (Recommended to pass food safety audit)	**Medium Risk – 2** (Potential food safety hazard)	**High Risk – 1** (Significant food safety hazard)	**Your Risk**	**Safe Food Review requirement**
3.01) Is irrigation water quality adequate for the crop being irrigated?	Irrigation water provided by municipal system. Annual water test by local water authority is documented. Or, Irrigation water provided by an on-farm well that is tested annually and the results are documented. Or, Irrigation water provided by surface water that is tested three times a year and the results are documented.	Surface water sources are tested once near harvest time. (Note: Water testing is especially important if water comes in direct contact with edible parts of the plant and the food is eaten raw.)	Water is provided from source that is not tested.		Water test reports indicate water is safe for irrigation. *The frequency of testing listed in the low and medium risks **do not** meet the proposed Food Safety Modernization Act (FSMA) Standards. Proposed FSMA water quality standard: a rolling average of below 126 Most Probable Number or Colony Forming Units/100 ml for 5 samples, and less than 235 MPN or CFU/100ml generic E. coli in any one sample.*
3.02) Is water for chemical and fertilizer application adequate for the crop being treated?	Water provided by municipal system. Annual water test by local water authority is documented. Or, Water provided by an on-farm well that is tested annually and the results are documented. Or, Water provided by surface water that is tested three times a year and the results are documented.	Surface water sources are tested once near harvest time. (Note: Water testing is especially important if water comes in direct contact with edible parts of the plant and the food is eaten raw.)	Water is provided from source that is not tested.		Water test reports indicate water is safe for chemical application. *The frequency of testing listed in the low and medium risks **do not** meet the proposed Food Safety Modernization Act (FSMA) Standards. Proposed FSMA water quality standard: a rolling average of below 126 Most Probable Number or Colony Forming Units/100 ml for 5 samples, and less than 235 MPN or CFU/100ml generic E. coli in any one sample.*

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
3.03) Is irrigation water protected from potential direct and non-point sources of contamination?	Water test results indicate water is adequate. Or, Farm operator takes steps to minimize risk of water contamination (berms, diversions, fencing, etc.).		Water source is contaminated.		
Sewage Treatment					
4.01) Is the farm sewage treatment system functioning properly?	Municipal sewage system or on-site system that has no evidence of leakage or runoff		Farm sewage treatment system has evidence of leakage or runoff.		
4.02) Is there a municipal sewage treatment plant or landfill located adjacent to the farm?	There is no facility located within 0.25 mile of the farm.		Yes.		
Animals/Wildlife/Livestock Exclusion					
5.01) Are any crop production areas located near or adjacent to dairy, livestock or fowl production facilities?	There is no crop production within one mile of a livestock operation. Or, There is crop production within one mile, but a natural barrier prevents contamination of produce.		There is crop production within one mile. And, There is no natural barrier to prevent contamination of produce.		
5.02) Are liquid manure storage ponds located near or adjacent to crop production areas contained to prevent contamination of crops?	Storage ponds are properly constructed and maintained to prevent leakage and overflow.		Storage ponds are not properly constructed and maintained to prevent leakage and overflow.		
5.03) Is manure stored near production areas contained to prevent contamination of crops?	No manure leaching and runoff from manure storage. Or, any manure leaching and runoff is contained.		Manure leaching and runoff are not contained and may reach crop production areas.		

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
5.04) Are measures taken to restrict access of livestock (domestic and wild) to the source or delivery system of crop irrigation water?	Every effort is made to restrict livestock access, including noise cannons, scare balloons, fencing and other barriers.	Some effort is made to limit animal access to irrigation water.	No effort made to limit animal access.		
5.05) Are crop production areas monitored for the presence or signs of wild or domestic animals entering the land?	Records indicate production areas are monitored for the presence of animals. Or, There is very infrequent or no animal entry into production areas.	Yes, but records need to be developed.	Production areas are not monitored for the presence of animals, where potential exists.		
5.06) Are measures taken to reduce the opportunity for wild and/or domestic animals (including cats and dogs) from entering the crop production areas?	Records indicate every effort is made to limit animal access to production areas, including noise cannons, scare balloons, fencing and other barriers.	Yes, but records need to be developed.	No effort is made to limit animal access.		
Manure and Municipal Biosolids (Skip this section if manure and/or biosolids are not used on the farm.)					
Raw manure					
6.01) If raw manure is used for crop production, is it incorporated at least two weeks before planting and a minimum of 120 days prior to harvest?	Manure application records document manure is incorporated and applied 270 or more days prior to harvest.	Manure application records document manure is incorporated and applied 120 or more days prior to harvest.	Manure is not incorporated at least two weeks before planting. And/or, Manure is applied less than 120 days prior to harvest.		Manure use records indicate proper food-safety use practices. USDA GAP $\geq$ 120 days *FDA FSMA $\geq$ 270 days (proposed)*
6.02) Is manure properly stored before application to production fields?	Manure does not leach or run off into adjacent crop production areas.		Manure can leach or run off into adjacent crop production areas.		Proper manure storage demonstrated or indicated in records

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
Composted manure and biosolids					
6.03) If composted manure and/or treated biosolids are used, is the material properly treated to reduce the level of pathogens?	Document in food safety plan indicates materials have been treated to reduce the level of pathogens.		Treatment of the materials is not documented.		Compost/biosolid use records indicate proper food-safety use practices.
6.04) Are composted manure and/or biosolids properly stored before application to production fields?	Barriers or physical containment secure storage areas. Materials do not leach, run off or blow into adjacent crop production areas.		Materials can leach, run off or blow into adjacent crop production areas.		Proper compost/biosolid storage demonstrated or indicated in records.
6.05) Are analyses of the applied compost or biosolids maintained?	Specifications or analysis records are available.		Specifications or analysis records are not available.		
Soils					
7.01) Have production fields been assessed for previous land uses that may pose contamination risks?	Yes. Records indicate there are no potential risks from previous land uses (dairy, livestock or poultry feedlot and/or improper use of animal wastes, farm dump or other potentially contaminating uses).	Fields are assessed, but records need to be developed.	No assessment of previous land use has been conducted.		
7.02) When previous land uses indicate possibility of contamination, have preventative measures been taken?	Records indicate crops with minimal contact with the soil, or non-food crops are grown.	Crops with minimal contact with the soil, or non-food crops are grown, but records need to be developed.	No preventative measures taken to prevent food contamination.		

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
7.03) Are fields that are subject to periodic flooding avoided to prevent crop contamination?	Yes.	No.			
Field Sanitation and Hygiene					
8.01) Are production fields assessed before harvest for possible sources of contamination?	The food safety plan documents a pre-harvest assessment.	A pre-harvest assessment is done, but a written document needs to be developed.	No pre-harvest assessment is done.		
8.02) Are the number, condition and placement of field sanitation units in compliance with state and federal regulations?	OSHA regulations are followed: at least one toilet and one hand-washing facility for each 20 or fraction of workers (when 11 or more employees are working).		OSHA regulations are not met.		Convenient field sanitation unit(s) confirmed Note: This question is N.A. if farm employs fewer than 11 employees.
8.03) If field sanitation units are not available, is there a properly supplied toilet/hand-washing facility readily available for all workers?	Yes.		No.		Convenient toilet/hand-washing facility confirmed with single use towels, toilet paper, and hand soap
8.04) Are field sanitation units located in a place that to minimizes the risk for product contamination?	Field sanitation units are properly located.		A spill or leak from a field sanitation unit may run into production area or product storage area.		Note: This question is N.A. if farm does not use a field sanitation unit(s).
8.05) Are field sanitation units located in an accessible place for servicing?	Location is accessible.		Location is inaccessible.		Note: This question is N.A. if farm does not use a field sanitation unit(s).

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
8.06) Does the farm operator have a response plan in the case of a spill or leak of a field sanitation unit?	A clean-up policy in the food safety plan		No.		Note: This question is N.A. if farm does not use a field sanitation unit(s).
Field Harvesting and Transportation					
9.01) Are bulk harvesting containers that come in direct contact with produce cleaned or sanitized on a regular basis?	The food safety plan documents that bulk containers are kept as clean as practicable.	Bulk containers are kept cleaned, but a written document needs to be developed.	Bulk containers and are not kept cleaned.		Clean harvest containers confirmed
9.02) Are bulk-hauling vehicles that come in direct contact with produce cleaned or sanitized on a regular basis?	The food safety plan documents that vehicles are kept as clean as practicable.	Vehicles are kept cleaned, but a written document needs to be developed.	Harvesting vehicles are not kept cleaned.		Clean harvest containers confirmed
9.03) Are hand-harvesting implements (knives, pruners, machetes, etc,) kept clean on a scheduled basis?	The food safety plan documents cleaning and disinfection schedule for harvesting equipment.	Harvesting implements are cleaned and sanitized, but a written document needs to be developed.	Harvesting implements are not cleaned and sanitized.		Clean harvest implements confirmed
9.04) Are damaged containers properly repaired or disposed of?	Containers are inspected for damage on a regular basis. Damage containers are repaired or discarded.		Damage containers are used in harvest operations.		
9.05) Is harvest equipment and/or machinery in good repair?	Yes.		Leaking fluids and/or damaged parts may contaminate produce.		
9.06) Are light bulbs and other glass protected so as not to contaminate produce?	All exposed glass fixtures on harvesting equipment are protected with a wire cover, enclosed fixture or other means.		Some glass fixtures are not protected.		

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
9.07) Is there a written policy in the case of product contamination by chemicals, petroleum, pesticides or other contaminating factor?	Written policy is available to deal with product contamination.	Written policy needs to be developed.	Contaminating factors may end up in harvested produce.		
9.08) Is there a written policy in the case of broken glass or plastic during the harvesting operations?	Written policy is available to deal with product contamination.	Written policy needs to be developed.	Broken glass or plastic may end up in harvested produce.		
9.09) For mechanically harvested crops, are measures taken to inspect for and remove foreign objects (glass, metal, rocks or other dangerous/toxic items)?	Harvested produce is inspected and cleaned of foreign objects.		Foreign objects may end up in harvested produce.		
9.10) Are containers used for harvest, also used for carrying or storing non-produce items?	No. Written policy in the food safety plan does not allow harvest containers to be used for non-produce items.	Harvest containers used to carry or store non-produce items.	Harvest containers used to carry or store garbage, manure or other contaminating material(s).		
9.11) Is water applied to harvested products microbially safe?	Records indicate water is microbially safe for the harvested products.	Water used in harvest is not tested, but considered safe.	Water used in harvest is not microbially safe.		Water test reports indicate water is safe. *FSMA: no detectable generic E. coli in 100 ml of water (proposed).*
9.12) Are efforts taken to remove excess dirt and mud from produce during harvest?	Every effort is taken to keep the produce and containers as clean as possible.		Dirt and mud contaminate harvested produce.		
9.13) Is transportation equipment that comes into contact with produce clean and in good repair?	Transportation equipment is clean and sanitary.		Transportation equipment is not clean and sanitary.		Clean transport equipment confirmed

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
9.14) Is harvested produce covered during transportation from the field?	Farm policy in the food safety plan requires produce to be covered with tarp, enclosed trailer or truck or other means.	Produce is covered, but a written policy needs to be developed.	Produce is not covered and is exposed to other vehicles, overhead contamination, birds, dust and other contamination.		
Produce Packing – Field or Packing House					
10.01) Are only new or sanitized containers used for packing produce?	Food Safety Plan documents that only new or sanitized consumer containers are used.	Some new containers are used. Mostly clean, used consumer containers are used. Containers are not sanitized.	Some dirty, not sanitized containers are used.		New, sanitized or clean consumer containers confirmed
10.02) Are produce containers and other packing materials properly stored and protected from contamination?	Produce containers and other packing materials are properly stored and protected from contamination.	Containers and packing materials may become contaminated in storage area.	Containers and packing materials are or are likely to become contaminated in storage area.		Proper storage of containers and packing materials observed
10.03) Are food contact surfaces in packing area and equipment in good condition, clean and sanitized on a regular basis?	Food Safety Plan documents that food contact surfaces and areas are clean and sanitized on a regular basis.	Food contact surfaces and areas are clean and sanitized on a regular basis. A written document needs to be developed.	Dirty food contact surfaces or packing area may contaminate produce.		Clean food contact surfaces and packing area observed
10.04) Are fruits and vegetables produced by other growers comingled with produce grown on your farm?	No. Only handle produce grown from our own farm. Good Agricultural Practices (GAPs) used on the farm protect food safety.	Yes. Food safety may be at risk since GAPs may not be used by other grower(s).			*Note: If you handle produce from other growers, additional regulations may apply under the proposed Food Safety Modernization Act.*

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
Produce Traceability					
11.01) Is the produce container or the product itself uniquely identified to allow trace back to the farm where it was produced?	Yes. Traceability is documented.		No		Produce uniquely identified to allow traceability. *FSMA proposed rules require farm name and complete business address.*
Pesticides and Crop Protection Materials (not assessed by USDA GAP audit)					
12.01) Is there a written crop protection material mixing and loading policy to protect food safety?	A written policy in the food safety plan specifies mixing and loading requirements.	Safe mixing and loading procedures are followed, but a written statement needs to be developed.	Risky mixing and loading practices are occurring on the farm.		
12.02) Is crop protection material mixing and loading adequately isolated from water sources and production fields?	-At least 200 ft from surface waters -At least 150 feet from private wells -At least 800 feet from public wells unless protective site features exist.* -Adequate isolation to prevent contamination of production fields		Isolation does not meet the minimum low-risk requirements.		*Note: See water stewardship technician for additional information on reduced isolation requirement from public wells.
12.03) Are crop protection materials registered for use on the crops that are treated (the product label lists the crop as eligible for application)?	Products are registered for use with the Environmental Protection Agency and with the Michigan Department of Agriculture and Rural Development.		All products are not registered for use.		

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
12.04) Do crop protection material applicators read and follow the label instructions?	Everyone using crop protection materials follows label and labeling instructions.		Label and labeling instructions are not always followed.		
12.05) Are pre-harvest interval requirements (days to harvest) followed?	No produce is harvested after the last crop protection application until the minimum days have passed.		Harvest may occur before the pre-harvest interval is met.		
12.06) Are the applicators of restricted-use pesticides (RUP) certified applicators?	The applicators of RUP comply with the certification requirements.		Non-certified and unsupervised applicators use RUP.		
12.07) How do you assure that pesticide applications remain on-target and minimize off-target pesticide spray drift?	A written drift management plan is utilized that minimizes off-target drift.		Spraying operations are completed regardless of weather conditions or forecast, and regardless of the potential for off-target drift.		
12.08) What pesticide application records are kept?	Accurate records are maintained of all application of pesticides for at least three years (one year for general use pesticides).	Partial records are kept.	No record is kept. Chemicals used are known by memory or invoices only.		Adequate pesticide records confirmed or plans to maintain complete application records

Risk question	Low Risk – 3 (Recommended to pass food safety audit)	Medium Risk – 2 (Potential food safety hazard)	High Risk – 1 (Significant food safety hazard)	Your Risk	Safe Food Review requirement
12.09) How are excess mixtures and pesticide tank rinsate disposal handled?	Excess mixtures or rinsate are used at or below label rates.		There is no plan in place to deal with excess mixture or rinsate.		
12.10) Are crop protection materials and harvested products transported in the same vehicle storage area?	Never.	Yes, but after a thorough cleaning of the storage area.	Yes, without cleaning the storage area. Produce may become contaminated.		
Other Food Safety Risks					
13.01) Is there an immediate food safety risk where produce is grown, processed, packed or stored?	No. There is *no* evidence of conditions or processes that have/or can contaminate products.		Yes. There is evidence of conditions or processes that have/or can contaminate products.		Satisfactory farm review. Any immediate food safety risk will result in an automatic unsatisfactory farm review under USDA GAP audit: Examples include excessive rodents, insects or other pests; employee practices that jeopardize the safety of produce; evidence of falsification of any food safety records and other unsatisfactory conditions and processes

Risk question	List medium and/or high-risk practice(s) from Food Safety Risk Assessment	List alternative low-risk practice (include potential sources of technical assistance)	Action plan	
			Planned completion date	Indicate date when completed
2.02	Example: Farm does not provide staff training on worker sanitation and hygiene.	Add worker training to the food safety plan. Utilize Cornell Univ. Health and Hygiene on the Farm video. Record date and name of workers trained. Monitor worker sanitation practices in the field and produce packing area.	March 2013	(✔) Completed March 15, 2013

Safe Food Improvement Action Plan: Complete the action plan when a high risk to food safety is identified on the farm. List the risk, the proposed solution and target date for implementation.

Farm name: _____

Address: _____

_____

I understand that this Safe Food Risk Assessment and corresponding Improvement Action Plan were developed on the basis that I have disclosed, to the best of my knowledge, all relevant information pertaining to my farming operation.

Producer's signature _____   Date _____

Safe Food Review conducted by:
Name and Title _____   Date_____

Safe Food Checklist – For use by Farm Reviewer

Instructions: Indicate YES, NO or N.A. to each of the food safety practices. The farm owner must be able to demonstrate or document that the farm operation implements **at least 80 percent** of the applicable food safety practices to receive a Safe Food Farm certificate of completion.

Food Safety Practice	Farm Review		Safe Food Review requirement
	YES	NO	
1.01 Food safety plan	required		A written plan or conformance with Cornell bulletin, "Food Safety Begins on the Farm"
1.02 Designated food safety individual for the farm	required		A person that is responsible for all food safety matters on the farm
2.01 Potable water for workers			Water test reports indicate water is safe to drink.
2.02 Staff training on food safety			Workers are adequately trained on sanitation and hygiene.
2.04 Employee/worker hand washing			Employee/worker interview(s) indicates satisfactory hand-washing practices.
2.04 Toilets and restroom facilities			Clean and properly supplied toilets and restroom facilities confirmed
2.07 Sick worker policy			Sick workers are not allowed contact with produce.
3.01 Water quality for irrigation			Water test reports indicate water is safe for irrigation.
3.02 Water quality for fertilizer and chemical application			Water test reports indicate water is safe for chemical application.
6.01 Raw manure use			Manure use records indicate proper food-safety use practices.
6.02 Manure storage			Proper manure storage is demonstrated or indicated in records.
6.03 Composted manure and/or biosolids use			Compost/biosolids use records indicate proper food-safety use practices.
6.04 Composted manure and/or biosolids storage			Proper compost storage is demonstrated or indicated in records.
8.02 Field sanitation unit			Convenient field sanitation unit(s) confirmed.
8.03 Toilet facility			Convenient toilet facility confirmed for field work.
9.01 Clean bulk harvesting containers			Clean bulk harvest containers confirmed.
9.02 Clean bulk hauling vehicles			Clean harvest vehicles confirmed.
9.03 Harvesting implements			Clean harvest implements confirmed.
9.11 Water used post harvest			Water test reports indicate water is safe.
9.13 Transportation equipment			Clean transport equipment confirmed.
10.01 Food containers			New, sanitized or clean consumer containers confirmed.
10.02 Container storage			Proper storage of containers observed.
10.03 Food contact surfaces			Clean food contact surfaces observed.
11.01 Produce traceability			Produce or produce container uniquely identified.
12.08 Pesticide application records			Adequate pesticide records confirmed or plans to maintain complete application records.
13.01 NO immediate food safety risks	required		Satisfactory farm review
Total YES			Total YES ÷ Total applicable question = percent of safe food practices implemented _____ ÷ _____ = _____

FARM NAME and OWNER		
ADDRESS	CITY	ZIP CODE
FARM REVIEW BY (print name and signature)	ORGANIZATION	DATE
Does the farm owner want the farm to be listed on the web when a Certificate of Completion is awarded?	YES NO	