

primus *GFS*

2018

An internationally recognized Global Food Safety Initiative (GFSI) food safety audit scheme

CHECKLIST

PrimusGFS v3.0

MODULE 2

FARM

Good Agricultural Practices Requirements



POWERED



CONNECTED



SMART



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PrimusGFS v3.0

Checklist

MODULE 2: FARM

GAP Option (Sections 2.01 to 2.15)

GOOD AGRICULTURAL PRACTICES REQUIREMENTS

This Module should be completed for each one of the **farm** operations in the scope of the organization's application.

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GENERAL			
Question No.	Question	Total Points	Expectation
2.01.01	Is there a designated person responsible for the operation's food safety program?	10	
2.01.02 (New Question)	If the operation is growing under organic principles, is there written documentation of current certification by an accredited organic certification organization?	10	
2.01.03 (New Question)	Does the operation have a written food safety hygiene and health policy covering at least worker and visitor hygiene and health, infants and toddlers, animal presence in growing and storage areas, fecal matter, dropped product, blood and bodily fluids?	15	
2.01.04	Are the necessary food defense controls implemented in the operation?	5	

SITE			
2.02.01	Is there a map that accurately shows all aspects of the operation, including water sources and fixtures used to deliver water used in the operation?	5	
2.02.02	Are growing areas adequately identified or coded to enable trace back and trace forward in the event of a recall?	15	

SITE (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.02.03	Is the exterior area immediately outside the growing area, including roads, yards and parking areas, free of litter, weeds and standing water?	5	
2.02.04	Are control measures being implemented for the outside storage of equipment, pallets, tires, etc. (i.e. out of the mud, stacked to prevent pest harborage, away from the growing area)?	5	
2.02.05	Are garbage receptacles and dumpsters kept covered or closed?	5	
2.02.06	Where soil, substrates or fertilizer (e.g., compost) are stored or handled, are measures in place to ensure seepage and runoff is collected or diverted and does not reach growing areas, product, or any of the water sources? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	15	
2.02.07	Where there are fill stations for fuel or pesticides, is it evident that the location and/or use is not a risk of contamination to the product, water sources, growing areas, equipment, packaging materials, etc.?	15	
2.02.08	Is there evidence of animal presence and/or animal activity (wild or domestic) in the audited area?	15	

SITE (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.02.08a	Is there any evidence of fecal matter in the audited area?	15	
2.02.08b	Is the fecal matter found in the audited area, a systematic event (not sporadic)? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	15	
2.02.09	Is there evidence of infants or toddlers in the audited area?	10	

GROUND HISTORY			
2.03.01	Were growing area(s) used for growing food crops for human consumption last season?	0	
2.03.02	Has the growing area(s) been used for any non-agricultural functions? If No, go to 2.03.03.	0	

GROUND HISTORY (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.03.02a	If the growing area been used previously for non-agricultural functions, have soil tests been conducted showing soil was negative or within an appropriate regulatory agency's approved limits for contaminants?	15	
2.03.03	Has the growing area(s) been used for animal husbandry or grazing land for animals? If No, go to 2.03.04 .	0	
2.03.03a	If the land was used previously for animal husbandry or grazing land for livestock, has a risk assessment been performed?	10	
2.03.04	Has flooding from uncontrolled causes occurred on the growing area(s) since the previous growing season? If No, go to 2.03.05 .	0	
2.03.04a	If the growing area(s) and product was affected from the flood waters, is there documented evidence that corrective measures were taken to affected land and product?	15	
2.03.04b	Have product and/or soil tests been conducted on the flooded area(s) showing the product and/or soil was negative or within an appropriate regulatory agency's approved limits for contaminants?	15	

GROUND HISTORY (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.03.04c	If septic or sewage systems adjacent to the growing area were affected by the flood waters, is there a documented inspection after flooding to insure they are functioning properly and are not a source of contamination?	10	
2.03.05	Has a documented risk assessment been conducted at least annually for the operation?	10	
2.03.05a	If any risk is identified, have corrective actions and/or preventative measures been documented and implemented?	10	

ADJACENT LAND USE			
2.04.01	Is the adjacent land to the growing area a possible source of contamination from intensive livestock production (e.g., feed lots, dairy operations, poultry houses, meat rendering operation)? If No, go to 2.04.02.	10	

ADJACENT LAND USE (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.04.01a	Where there is intensive livestock production on the adjacent land, have appropriate measures been taken to mitigate this possible contamination source onto the growing area (e.g., buffer areas, physical barriers, foundation, fences, ditches, etc.)?	15	
2.04.02	Is there evidence of domestic animals, wild animals, grazing lands (includes homes with hobby farms, and non-commercial livestock) in proximity to the growing operation? If No, go to 2.04.03.	10	
2.04.02a	Have physical measures been put in place to restrain domestic and wild animals, grazing lands (includes homes with hobby farms, and non-commercial livestock) and their waste from entering the growing area (e.g., vegetative strips, wind breaks, physical barriers, berms, fences, diversion ditches)?	15	
2.04.03	Are untreated animal manure piles, compost, biosolids, or non-synthetic amendment stored and/or applied on adjacent land? If No, go to 2.04.04.	10	
2.04.03a	Where present, have physical measures been taken to secure untreated animal manure piles, compost, biosolids, or non-synthetic amendment stored and/or applied on adjacent land?	15	
2.04.03b	If biosolids are stored and/or applied on adjacent land, has the adjacent landowner supplied paperwork confirming the biosolids meet prevailing guidelines, governmental, or local standards?	10	

ADJACENT LAND USE (CONTINUED)			
Question No.	Question	Total Points	Expectation
2.04.04	Is the growing area situated in a higher risk location where contamination could occur from nearby operations or functions (e.g., leach fields, runoff or potential flooding from sewers, toilet systems, industrial facilities, labor camps, etc.)? If No, go to 2.04.05.	10	
2.04.04a	Where the growing area is situated in a higher risk location, have appropriate measures been taken to mitigate risks related to nearby operations?	15	
2.04.05 (New Question)	Are there any other potential risks in the adjacent land that could potentially lead to contamination of the growing area?	10	
2.04.05a (New Question)	Have appropriate measures been taken to mitigate risks related to nearby operations?	15	
2.04.06	Is there evidence of human fecal matter in the adjacent land to the audited area? If No, go to 2.05.01.	15	
2.04.06a	Where there is evidence of human fecal matter in the adjacent land, are there adequate controls in place to mitigate risk (e.g., access controls (barriers), distance from the growing area and equipment, crop type and maturity, land condition, etc.)?	15	

INSPECTION			
Question No.	Question	Total Points	Expectation
2.05.01	Is there documented evidence of the internal audits performed, detailing findings and corrective actions?	15	
2.05.02	Are there chemical inventory logs for chemicals, including pesticides and fertilizers?	3	
2.05.03	Are all chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	15	
2.05.04	Are "food grade" and "non-food grade" chemicals used appropriately, according to the label and stored in a controlled manner?	10	

INSPECTION (CONTINUED)

Question No.	Question	Total Points	Expectation
2.05.05	Are the crop, ingredients (including water), food contact packaging and food contact surfaces within accepted tolerances for spoilage and free from adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	15	

TRAINING

2.06.01	Is there a food safety hygiene training program covering new and existing workers and are there records of these training events?	15	
2.06.02	Are there written and communicated procedures in place that require food handlers to report any cuts or grazes and/ or if they are suffering from any illnesses that might be a contamination risk to the products being produced, and return to work requirements? (In countries with health privacy/confidentiality laws, e.g. USA, auditors can check procedure/policy but not actual records).	10	

TRAINING (CONTINUED)

Question No.	Question	Total Points	Expectation
2.06.03	Are there worker food safety non-conformance records and associated corrective actions (including retraining records)?	3	

FIELD WORKER HYGIENE (APPLIES TO ON-THE-FARM WORKERS, NOT THE HARVESTING WORKERS)

2.07.01	Are toilet facilities adequate in number and location? A ZERO POINT (NON-COMPLIANCE) DOWNSCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT.	15	
2.07.01a	Are toilet facilities in a suitable location to prevent contamination to product, packaging, equipment, and growing areas?	15	
2.07.01b	Are the catch basins of the toilets designed and maintained to prevent contamination (e.g., free from leaks and cracks)?	5	
2.07.01c	Is there a documented procedure for emptying the catch basin in a hygienic manner and also in a way that prevents product, packaging, equipment, water systems and growing area contamination?	5	
2.07.01d	Are toilets constructed of materials that are easy to clean?	3	
2.07.01e	Are the toilet materials constructed of a light color allowing easy evaluation of cleaning performance?	3	

FIELD WORKER HYGIENE (APPLIES TO ON-THE-FARM WORKERS, NOT THE HARVESTING WORKERS) (CONTINUED)

Question No.	Question	Total Points	Expectation
2.07.01f	Are toilets supplied with toilet paper and is the toilet paper maintained properly (e.g., toilet paper rolls are not stored on the floor or in the urinals)?	5	
2.07.01g	Are the toilet facilities and hand washing stations clean and are there records showing toilet cleaning, servicing and stocking is occurring regularly?	10	
2.07.02	Is hand washing signage posted appropriately?	5	
2.07.03	Are hand washing stations adequate in number and appropriately located for worker access and monitoring usage? A ZERO POINT (NON-COMPLIANCE) DOWNSCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT.	15	
2.07.03a	Are the hand wash stations designed and maintained properly (e.g., ability to capture or control rinse water to prevent contamination onto product, packaging, and growing area, free of clogged drains, etc.)?	5	
2.07.03b	Are hand wash stations clearly visible (e.g., situated outside the toilet facility) and easily accessible to workers?	5	
2.07.03c	Are hand wash stations adequately stocked with unscented soap and paper towels?	5	

FIELD WORKER HYGIENE (APPLIES TO ON-THE-FARM WORKERS, NOT THE HARVESTING WORKERS) (CONTINUED)

Question No.	Question	Total Points	Expectation
2.07.04	Are workers washing and sanitizing their hands before starting work each day, after using the restroom, after breaks, before putting on gloves and whenever hands may be contaminated?	15	
2.07.05	Is there no sign of any worker with boils, sores, open wounds or exhibiting signs of foodborne illness working directly or indirectly with food?	10	
2.07.06	Is jewelry confined to a plain wedding band and watches are not worn?	5	
2.07.07 (New Question)	Worker personal items are not being stored in the growing area(s) or material storage area(s)?	5	
2.07.08	Is smoking, eating, chewing and drinking confined to designated areas, and spitting is prohibited in all areas?	5	
2.07.09	Is fresh potable drinking water readily accessible to workers?	10	
2.07.09a (New Question)	Are single use cups provided (unless a drinking fountain is used) and made available near the drinking water?	5	

FIELD WORKER HYGIENE (APPLIES TO ON-THE-FARM WORKERS, NOT THE HARVESTING WORKERS) (CONTINUED)

Question No.	Question	Total Points	Expectation
2.07.10	Are first aid kits adequately stocked and readily available?	5	
2.07.11	Are there adequate trash cans placed in suitable locations?	5	
2.07.12	Have any potential foreign material issues (e.g., metal, glass, plastic) contamination issues been controlled?	5	

SEE FERTILIZER, WATER & PESTICIDE TABLES FOR THOSE SECTIONS

WHERE LAWS, COMMODITY SPECIFIC GUIDELINES AND/OR BEST PRACTICE RECOMMENDATIONS EXIST AND ARE DERIVED FROM A REPUTABLE SOURCE, THEN THESE PRACTICES AND PARAMETERS SHOULD BE USED. AUDIT USERS SHOULD ALLOW A DEGREE OF RISK ASSOCIATION IF LAWS, GUIDELINES, BEST PRACTICES, ETC., HAVE NOT BEEN DOCUMENTED.