

Field Sanitary Unit Service Log

Name of operation:

See the food safety plan for information on field sanitation unit service procedures.

Sanitation Unit #*	Date of Cleaning	Cleaned By (name)	Date of Servicing	Serviced By (name)	Supplies Stocked**

* See field map for locations of each unit in fields.

** Sanitation supplies are single use towels, toilet paper, hand or anti-bacterial soap, potable water for hand washing. If contracted with a sanitation company, attach service/cleaning receipt.

Reviewed by:

Title:

Date:

First Aid Kit Monitoring Log

Name of operation:

Date	Location of First Aid Kit or #	Checked & Stocked	If restocked, list added items here (band aids, ointment, etc)	Initials

Reviewed By:

Title:

Date:

Manure Applications Log

Name of operation:

See the food safety plan for manure application procedures

Date	Field Applied	Rate	Incorporated (Yes or No)	Supplier	Crop Planted (Type and Date)	Crop Harvested (Date)	Initials

Reviewed By:

Title:

Date:

Mock Recall Log

Date conducted: _____

Buyer name: _____

Buyer contact information: Phone: _____ Fax: _____ Email: _____

Harvest information		Shipping information			Mock recall information		
Product name / Shipping unit	Date / time harvested	Date / time shipped	Lot number	Amount shipped	Date / time buyer contacted	Amount of product remaining at buyer site	Amount of product sold by buyer
Mock Recall results:							

Attach buyer confirmation of successful mock recall to this form.

Reviewed by: _____ Title: _____ Date: _____

Surface Water Testing Log

Name of operation:

See the food safety plan for information on surface water testing.

Save any document providing information on laboratory test methods and results.

Date	Surface water location/name	Laboratory	Results	Corrective actions if necessary	Initials

Reviewed by:

Title:

Date:

Traceability Checklist

General Questions				
	Yes	No	NA	Comments (required for No or N/A responses)
A documented traceability program has been established.	<input type="checkbox"/>	<input type="checkbox"/>		

Part 1 – Farm Review				
	Yes	No	NA	Comments (required for No or N/A responses)
Each production area is identified or coded to enable traceability in the event of a recall.	<input type="checkbox"/>	<input type="checkbox"/>		

Part 2 - Field Harvesting and Transportation				
	Yes	No	NA	Comments (required for No or N/A responses)
Product moving out of the field is uniquely identified to enable traceability in the event of a recall.	<input type="checkbox"/>	<input type="checkbox"/>		

Part 3 - House Packing Facility				
	Yes	No	NA	Comments (required for No or N/A responses)
Records are kept recording the source of incoming product and the destination of outgoing product which is uniquely identified to enable traceability.	<input type="checkbox"/>	<input type="checkbox"/>		

Part 4 - Storage and Transportation				
	Yes	No	NA	Comments (required for No or N/A responses)
Records are kept recording the source of incoming product and the destination of outgoing product which is uniquely identified to enable traceability.	<input type="checkbox"/>	<input type="checkbox"/>		

Part 6 – Wholesale Distribution Center/Terminal Warehouse				
	Yes	No	NA	Comments (required for No or N/A responses)
Records are kept recording the source of incoming product and the destination of outgoing product which is uniquely identified to enable traceability.	<input type="checkbox"/>	<input type="checkbox"/>		

Worker Training Log

Name of operation:

Date:

Trainer:

Training Time:

Location:

Employee Name (please print)

Employee Signature

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

Reviewed by:

Title:

Date: