

New England Farm Plan: General Questions, Farm Review, Field Harvesting and Packing

(The letters and numbers associated with the following responses, located on the left side, relate to the audit questions).

Mission Statement

P1

One of the most important functions of our farm is maintaining food safety. Both management and employees are committed to producing and marketing safe products through good agricultural and handling practices that focus on principles of food safety and quality. To make sure our food safety goals are met, we have designated Tom Brady as supervisor to oversee the food safety program.

P2

These safety practices include making sure there are no immediate safety risks present in areas where the produce is grown, processed, and packed and that there is no immediate risk of contamination of the product. We ensure that insects, rodents, birds, and pets pose no risk of contamination to our product, and make it a priority that all our employees follow healthy practices when working on our farm. We make it our mission to make sure all information and paperwork is documented in an efficient and truthful manner. Our farm also has maps available of the floor plans of the buildings as well as the farm itself.

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General Questions

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P2 Our farm has designated Tom Brady as the supervisor to oversee and implement our food safety program. In case Tom Brady is not available, Wes Welker will serve as the back up.
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G8 All employees of our farm are trained and instructed on how to practice proper hygiene. The training will be conducted every 4 years. Potable water is always available to all employees in the packinghouse or through portable water stations located throughout the orchards and fields. In order to make sure all of our employees receive adequate training, we provide small group instruction and demonstrations on proper hygiene and safety procedures. We also post signs at all wash stations to make sure our employees are always washing their hands before returning to work. These signs are positioned so that they are visible to everyone.
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G11 Our restrooms and field sanitation units are cleaned and maintained on a regular basis and properly stocked with toilet paper, single use paper towels, and soap. Smoking and eating areas are separate from production and packing areas.
- G3 Potable water is available to all workers and is verified by testing as prescribed by USDA GAP requirements: semi annually for well water or more frequently for surface water.
- G11 Eating or chewing food, chewing gum, using tobacco, and drinking beverages is not permitted in the areas that produce is being handled.
- G12 Workers are excluded from operations if they have diarrhea, an illness or open lesion (boil, sore, infected wound, etc.). Workers are instructed and required to report such health conditions to their supervisors.
- G13
G14 Should workers become injured on the job, they must seek first aid help. Injuries include but are not limited to; cuts, abrasions or other injuries. A first aid kit is present and available for employee use. Workers are instructed to and required to report such injuries to their supervisors. Should the food product or food handling contact surfaces come into contact with blood or other bodily fluids, workers will cease operation immediately. The contaminated food surface must be thoroughly cleaned and properly disinfected. Any affected produce will be disposed of by immediately removing it from the production area in sealed plastic bags and then will be destroyed. All effort will be made

to insure that the contaminated produce does not enter the food chain. A worker illness and injury-reporting log will be maintained

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Any employees who apply pesticides, chemicals, growth regulators, or any other restricted use material, are properly licensed. Also all applicators as well as our employees have received proper training in WPS. Water quality is adequate for use for applying pesticides and the pesticide logbook is properly maintained.

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Visitors will be required to sign in at the office upon arrival. They will be notified of our GAP and health and hygiene practices before being able to enter any of the growing areas or packing facilities. Visitors will not be allowed to handle any produce. Customers buying wholesale produce will not be required to sign in at the office. These customers are only at the farm for about 15 minutes at a time, and are kept to a confined area so not to contaminate any of our products.

Part 1.) Farm Review

- 1-1 At Our farm we use pond water as our main irrigation source. We
1-2 irrigate our crops through a combination of drip and overhead systems.
The only overhead watering we use is primarily for our sweet corn and
strawberries. The majority of our crops are irrigated through drip systems
to help eliminate any possible outside contamination. Water testing is
completed 3 times every growing season with documentation available.
- 1-7 There are no municipal sewage treatment facilities or landfills
1-8 located in the town of Foxboro. Also, to ensure our crops are safe we are
located away from any dairy, livestock, or fowl production facilities. This
1-10 eliminates the threat of the potential problems from manure and other
1-11 contaminate sources. We use deterrents to keep wildlife from entering our
1-13 fields when necessary. In addition no manures or municipal biosolids are
1-22 used in our production.
- 1-23 The history of our land shows that there is no imminent risk of soil
1-24 contamination. The land initially was either open fields or cleared
woodland. In the last 20 or more years our land has been used for a
1-25 combination of apples, vegetables, and small fruit production. Our land is
1-26 not subject to any flooding. Each Production area is identified or coded to
help enable traceability in the event of a recall
- 1-6 Our septic systems are constantly monitored to make sure that they
are functioning properly and that there is no evidence of run off or leaking.
One is located behind the packinghouse facility. The other system is
located behind the farm stand. Ornamental squash and non-edible gourds
are grown on the field above the system. None of the septic systems of
any abutting properties exhibit any threatening conditions.

Part 2.) Field Harvest & Field Packing Activities

2-1 Our farm makes sure all employees in the field take the necessary precautions to avoid contamination of the produce. In order to make this possible, the number, condition, and placement of field sanitation units complies with WPS safety requirements. These field sanitation units are always located in a safe area that poses no potential risk for contamination but are accessible for servicing. If there is a spill or leak, we do have a response plan in place to make sure contamination is held to a minimum. We will make a low berm around the contaminate spill to contain it then proceed to call the servicing company. If a major spill or leak takes place in an area that threatens produce, no product within 20 feet of the spill will be harvested. Instead the product will be collected and properly disposed of.

2-6 During harvest time, all equipment and harvesting containers are kept clean and are sanitized before they are used. Wooden apple bins will be kept as clean as practical and free of debris or any soil or organic matter build up. Any broken apple bins will be properly repaired or discarded if non-fixable. Any other damaged harvesting containers are either properly repaired or disposed of. In addition, hand harvesting implements such as knives are also kept clean and sanitized prior to use. We make sure that all equipment and harvesting machinery that comes in contact with the product is in good repair. Our employees are instructed to not use any harvest container, tote, or bin for carrying or storing non-produce items during the harvest season.

2-14 All of our harvesting activities are done by hand. No mechanical equipment is used for harvest. Any equipment that is used for harvesting or transporting produce from the field is maintained. Excessive dirt and mud is removed from the product and harvesting containers during the harvest period. If any glass or light bulbs on this equipment breaks and contaminates the field no produce within a 10 foot radius is harvested for consumption. Instead this product is collected and properly disposed of.

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2-17 The trailers and trucks that are used on our farm for harvesting are also kept clean and clear from dirt and debris before the loading process. These vehicles are also kept in good repair at all times. We carefully load our product into these trailers and trucks to prevent damage. We ensure that our designated harvesting trailers and trucks are only used to carry produce, and not things such as garbage and debris.

- 2-13 Fields are inspected during harvest for foreign objects such as glass, metal, or any other dangerous or toxic items. If any of these items are found in the current harvested field, the debris is removed and no product within 10 feet of the object is harvested. In the event that product contamination occurs by chemicals, petroleum, pesticides or any other contaminating factors, no product will be harvested in these areas.
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- 2-15 All water applied to harvested product is potable and microbially safe. Records are available.
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- 2-1 To ensure the less amount of risk by contamination a pre-harvest assessment is made on the crop production areas each day. Risks and other additional sources of contamination are noted, assessed, and action is taken to fix the problem if necessary.
- 2-19 Our produce is packed inside of a packinghouse. We do not practice any ranch or field pack operations. Only new containers are used for packing produce and are stored in a safe area that is protected from any sources of contamination.
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Traceability

Traceback is the ability to track food items, including fresh produce, back to the original source. This procedure cannot prevent food born outbreaks, but can help pinpoint the source in the process. The system used helps to locate the product faster in order to contain the outbreak.

Each production area is coded to uniquely identify it from other growing areas of the farm.

Traceback will be used for the process of growing zucchini squash. The zucchini is grown in 2 different fields but is co-mingled during packing so will be traced to both fields together. Record keeping includes; date harvested, number of containers picked, code for pickings of that day, and destination of the product. The code system that will be used is a Julian date system. Each box is printed with Our Farm's name and address on the box. Each day a label will be attached to each box with the Julian to identify what day it was picked. Record keeping will be broken down into 4 sections. The sections will be; Hannaford's, Shaw's, Boston Market, and Other. Hannaford's and Shaw's are where a majority of the product is distributed, records will be kept counting how many of each days picking goes to these stores. The specific count of product delivered to each store can be traced using the invoices. Boston Market is another large outlet for our product, any product delivered there will be recorded. The Other category is consisted of smaller wholesale accounts, the product can be traced by using the invoices of the day of the sale.

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A mock recall will be performed in order to check traceability. A store will be called and told it is a mock recall. They will then be asked to check their inventory for any corresponding code that is in question and asked to pull them from their inventory. The amount of product remaining from their order will be recorded as well as the amount of product that could not be. A form will be filled out to acknowledge that a mock recall has been performed. In the case of a real recall, all product recalled will be replaced.