



On-Farm Food Safety Checklist

Name of Producer/Farm \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ E-mail \_\_\_\_\_  
 Total acres farmed \_\_\_\_\_ Availability of promotional materials YES / NO  
 Products to be sold \_\_\_\_\_

Have insurance liability policy? YES (Dollar amount \_\_\_\_\_) / NO  
 Was the produce grown without addition of chemical pesticides, herbicides and fertilizers?  
 YES / NO Describe Chemical Use: \_\_\_\_\_

Are you USDA Certified Organic? YES / NO  
 Is your farm/facility licensed and inspected to *process* products YES / NO  
**Is there a dedicated point person in charge of food safety? YES / NO (mandatory)**

<b>Production Practices</b>	YES	NO	N/A
Are wells protected from contamination?			
If irrigation is used, what is its source? <input type="checkbox"/> Well <input type="checkbox"/> Stream <input type="checkbox"/> Pond <input type="checkbox"/> Municipal <input type="checkbox"/> Other _____			
What types of manures are used? <input type="checkbox"/> Raw manure <input type="checkbox"/> Composted <input type="checkbox"/> Aged <input type="checkbox"/> No manure is used			
Is raw manure incorporated at least 2 weeks prior to planting and/or 120 days prior to harvest?			
Is the manure application schedule documented and filed onsite?			
Is land use history available to determine risk of product contamination (e.g., runoff from upstream, flooding, chemical spills, or excessive agricultural crop application)?			
Is the field exposed to runoff from animal confinement or grazing areas?			
Is land that is frequently flooded used to grow food crops?			
Are coliform tests conducted on soil in frequently flooded land?			
Are farm livestock and wild animals restricted from growing areas?			
Are portable toilets used in a way that prevents field contamination from waste water?			

<b>Product Handling</b>	YES	NO	N/A
Are storage and packaging facilities located away from growing areas?			
Is there risk of contamination with manure?			
Are harvesting baskets, totes, or other containers kept covered and cleaned (with potable water) and sanitized before use?			
Is harvesting equipment/machinery that comes into contact with the products kept as clean as possible?			
Are product and non-product containers available and clearly marked?			
Is dirt, mud, or other debris removed from product before packing?			
Are food grade packaging materials clean and stored in areas protected from pets, livestock, wild animals, and other contaminants?			

<b>Transportation</b>	YES	NO	N/A
Is product loaded and stored to minimize physical damage and risk of contamination?			
Is transport vehicle well maintained and clean?			
Are there designated areas in transport vehicle for food products and non-food items?			
Are products kept cool during transit?			

<b>Worker Health and Hygiene</b>	YES	NO	N/A
Is a worker food safety training program in place?			
Are workers trained about hygiene practices and sanitation with signs posted to reinforce messages?			
Are workers and visitors following good hygiene and sanitation practices?			
Are smoking and eating confined to designated areas separate from product handling?			
Are workers instructed not to work if they exhibit signs of infection (e.g., fever, diarrhea, etc.)?			
Do workers practice good hygiene by:			
Wearing clean clothing and shoes?			
Changing aprons and gloves as needed?			
Keeping hair covered or restrained?			
Washing hands as required?			
Limiting bare hand contact with fresh products?			
Covering open wounds with clean bandages?			

*I confirm that the information provided above is accurate to the best of my knowledge.*

Signature of Producer: \_\_\_\_\_ Date: \_\_\_\_\_