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<b>Operation:</b> Harvest Crew <b>Final Audit Report</b> <b>Audit Report Summary</b>	<b>CB Registration No.</b> NCSI-PGFS-384-1 <b>PrimusGFS ID #</b> 39089 <b>Audited by</b> NCSI Americas Inc.	<b>PrimusGFS</b> <b>Version 1.6 – Feb 10</b>
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<b>Organization:</b>	<b>Danna Farms</b> <b>Contact(s):</b> Michael Ray <b>Address:</b> 20073 Little John Rd. 95215 <b>Location:</b> Stockton, California, United States <b>Phone:</b> 209-602-0604																																								
<b>Harvest Crew:</b>	<b>Chavez Farm Labor Contractor Inc. – Linked to Ranch Danna Farms</b> <b>Contact:</b> Michael Ray <b>Location:</b> Same as Ranch																																								
<b>Shipper:</b>	<b>Harvest Crew</b>																																								
<b>Operation Type:</b>	Harvest crew Chavez Farm Labor Contractor Inc. is linked Squash to the block 44.																																								
<b>Audit Scope:</b>	09/05/2013 09:00																																								
<b>Date Audit Started:</b>	09/05/2013 15:00																																								
<b>Date Audit Finished:</b>	Squash																																								
<b>Product(s):</b>	<a href="#">Alvaro Soto</a> (NCSI Americas Inc.)																																								
<b>Auditor:</b>	96.97%																																								
<b>Audit Percentage Score:</b>	<b>100.00%</b> <a href="#">Click here to see Corrective Action Activity</a>																																								
<b>Score after acceptance of corrective actions:</b>																																									
<b>GPS Coordinates:</b>	<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 50%;"><b>Latitude:</b></th> <th style="text-align: left; width: 50%;"><b>Longitude:</b></th> </tr> </thead> <tbody> <tr><td>39° 0' 38"</td><td>-121° 33' 60"</td></tr> <tr><td>39° 0' 42"</td><td>-121° 33' 41"</td></tr> <tr><td>39° 1' 8"</td><td>-121° 33' 41"</td></tr> <tr><td>39° 1' 8"</td><td>-121° 33' 52"</td></tr> <tr><td>39° 1' 1"</td><td>-121° 33' 58"</td></tr> <tr><td>39° 0' 57"</td><td>-121° 34' 28"</td></tr> <tr><td>39° 1' 7"</td><td>-121° 34' 18"</td></tr> <tr><td>39° 1' 16"</td><td>-121° 34' 18"</td></tr> <tr><td>39° 1' 16"</td><td>-121° 34' 38"</td></tr> <tr><td>39° 1' 13"</td><td>-121° 34' 42"</td></tr> <tr><td>39° 1' 4"</td><td>-121° 34' 40"</td></tr> <tr><td>38° 57' 47"</td><td>-121° 33' 57"</td></tr> <tr><td>38° 57' 47"</td><td>-121° 33' 20"</td></tr> <tr><td>38° 58' 0"</td><td>-121° 33' 20"</td></tr> <tr><td>38° 58' 1"</td><td>-121° 33' 57"</td></tr> <tr><td>38° 57' 33"</td><td>-121° 34' 23"</td></tr> <tr><td>38° 57' 54"</td><td>-121° 34' 31"</td></tr> <tr><td>38° 57' 54"</td><td>-121° 34' 36"</td></tr> <tr><td>38° 57' 33"</td><td>-121° 34' 32"</td></tr> </tbody> </table>	<b>Latitude:</b>	<b>Longitude:</b>	39° 0' 38"	-121° 33' 60"	39° 0' 42"	-121° 33' 41"	39° 1' 8"	-121° 33' 41"	39° 1' 8"	-121° 33' 52"	39° 1' 1"	-121° 33' 58"	39° 0' 57"	-121° 34' 28"	39° 1' 7"	-121° 34' 18"	39° 1' 16"	-121° 34' 18"	39° 1' 16"	-121° 34' 38"	39° 1' 13"	-121° 34' 42"	39° 1' 4"	-121° 34' 40"	38° 57' 47"	-121° 33' 57"	38° 57' 47"	-121° 33' 20"	38° 58' 0"	-121° 33' 20"	38° 58' 1"	-121° 33' 57"	38° 57' 33"	-121° 34' 23"	38° 57' 54"	-121° 34' 31"	38° 57' 54"	-121° 34' 36"	38° 57' 33"	-121° 34' 32"
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<b>Certificate Link:</b>	<a href="#">View Certificate</a>																																								

Audit Scoring Summary	Pre-Corrective Action Review	Post-Corrective Action Review
Food Safety Management System Requirements	Score: 164 Possible Points: 172 Percent Score: 95.35%	Score: 172 Possible Points: 172 Percent Score: 100.00%
Good Agricultural Practices Requirements	Score: 412 Possible Points: 422 Percent Score: 97.63%	Score: 422 Possible Points: 422 Percent Score: 100.00%
<b>Total:</b>	Score: 576 Possible Points: 594 Percent Score: 96.97%	Score: 594 Possible Points: 594 Percent Score: 100.00%

Non-Conformance Summary By Count	Pre-Corrective Action Non-Conformances	Post-Corrective Action Non-Conformances (NC's without completed CA's)
Food Safety Management System Requirements	2	0
Good Agricultural Practices Requirements	2	0
<b>Total:</b>	4	0

## Sections:

### Food Safety Management System Requirements

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[Records Requirements](#)

[Procedures and Corrective Actions](#)

[Internal and external inspections](#)

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### Good Agricultural Practices Requirements

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[Harvest Practices](#)

[Transportation and Tracking](#)

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## FSMS – Management System

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.01.01	Is there a documented food safety policy detailing the company's commitment to food safety?	<b>Total Compliance</b>	5	5	Yes, commitment with food safety is signed by Mr. Joseph Danna, Vice President of Danna Farms Inc. Who is committed to ensuring the food safety of all its products and continued improvement.	
1.01.02	Is there a food safety manual or other documented food safety management system covering the scope of business included in this audit and procedures/instructions for all food safety processes?	<b>Total Compliance</b>	5	5	Yes, during the audit were observed procedures, programs and records related with food safety in the field and at the main office.	
1.01.03	Is there a detailed organizational structure chart of all employees whose activities affect food safety?	<b>Total Compliance</b>	3	3	Yes, charts, alternates, functions and responsibilities are on file. Chart defines Mr. Joseph Danna as the vice president of the company as food safety in charge and Mr. Michael Ray as food safety consultant responsible.	
1.01.04	Is there a food safety committee and are there logs of food safety meetings with topics covered and attendees?	<b>Total Compliance</b>	5	5	Yes, food safety committee meeting logs on file. Document "Meeting Minute Log" include to Mr. Steve Danna (President), Mr. Joseph Danna (Vice President) and Mr. Michael Ray (Food Safety Consultant) as participants, date 8/30/13.	
1.01.05	Is there documented management verification of the entire food safety management system on at least an annual basis?	<b>Total Compliance</b>	5	5	Yes, management verification was 8/02/2013 for Verification Review of Food Safety Program Manual and 8/30/13 for Verification Review of Records, signed by Mr. Joseph Danna, with topics as GAP's, training records, PPP procedures, among others.	
1.01.06	Is there a documented analysis detailing resources required to implement and improve the food safety management system processes with documented commitment from senior management to provide these resources?	<b>Total Compliance</b>	5	5	Yes, there is a documented (a list) analysis of resources (training in hygiene, application equipment, harvest crews, cleaning service of bathrooms, among others,) detailing resources and corrective actions are required only for Equipment Logs.	

### FSMS – Records Requirements

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.02.01	Are all records free of "correction fluid" (white out), pencil text and erasable ink text? If using computerized records, is there a system that shows record amendments (data history) if the records are changed after initial entry?	<b>Total Compliance</b>	3	3	Yes, no issues seen on records.	
1.02.02	Are all monitoring and process control records stored for a minimum period of a year or for at least the shelf life of product if greater than a year?	<b>Total Compliance</b>	3	3	Yes, records are kept for two years (verbal confirmation).	
1.02.03	Are the written procedures available to relevant users and is a master copy maintained in a central file?	<b>Total Compliance</b>	5	5	Yes, procedures and policies are kept in the main office available for users. Copies are given to the different users, e.g. harvest crew had hygiene SOP's.	

### FSMS – Procedures and Corrective Actions

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.03.01	Are there written Standard Operating Procedures (SOPs) that detail work instructions for food safety related activities performed in the field operations?	<b>Total Compliance</b>	5	5	Yes, procedures are part of the binder as Food Safety Program for Cantaloupes & Squash and Food Safety Record Book.	
1.03.02	Are there written Standard Operating Procedures (SOPs) that detail work instructions for food safety related activities in the facility operations?	N/A	0	0	N/A. Score is not affected. No facilities into the scope of this audit.	
1.03.03	Is there a corrective action procedure that describes the requirements for follow up and prevention of future occurrences?	<b>Total Compliance</b>	5	5	Yes, procedures on file. There are documents as SOPs and Corrective Actions Notification (Topics as, name, date, area, supervision by the food safety manager, food safety consultant, among others).	

### FSMS – Internal and external inspections

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.04.01	Is there a program for periodic self-inspections of the field operations covering any process impacting food safety and are records maintained detailing corrective actions? For Field (GAP option) this includes the growing and harvesting practices and all the relate documentation and records generated.	<b>Total Compliance</b>	10	10	Yes, self inspection are based on pre-season inspection, annually, self audit using a check list developed by themselves. These are signed (8/20/13) and revised by Mr. Joseph Danna.	
1.04.02	Is there a program for periodic self-inspections of the facility operations covering any process impacting food safety and are records maintained detailing corrective actions? For Facility (GMP option) includes the observation of the facility practices and all the relate documentation and records generated.	N/A	0	0	N/A. Score is not affected. No facilities into the scope of this audit.	
1.04.03	Are there written procedures for handling regulatory inspections?	<b>Non-Compliance</b>	0	3	<b>No Compliance. There is not a written procedure for handling Regulatory inspections.</b>	
1.04.04	Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	N/A	0	0	N/A. Score is not affected. Is the first audit to PrimusGFS and they have had no regulatory inspections.	
1.04.05	Are there documented policies and/or procedures for the calibration for measuring and monitoring devices used in the field operations such as fertilizer and crop protection application equipment, and other equipment related to the safety of the product?	<b>Total Compliance</b>	10	10	Yes, there are procedures issue by grower for sprayer. Records of calibration were on file, Air Blast Sprayer Calibration (date, equipment, responsible, method, among others).	
1.04.06	Are there documented policies and/or procedures for the calibration for measuring and monitoring devices used in the facility operations such as chemical application equipment, thermometers, metal detectors, ORP meters, pH meters and other equipment related to the safety of the product	N/A	0	0	N/A. Score is not affected. No facilities into the scope of this audit.	

### FSMS – Rejection and release of product

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.05.01	Is there a written procedure for handling on hold or rejected products?	<b>Total Compliance</b>	10	10	Yes, document "Food Safety Program Non Conforming Product" and "Contamination Report" details the procedure.	
1.05.02	Are product release procedures implemented (e.g. lot signed out, when a product lot sample is undergoing an analysis, etc.) and are records available for review?	N/A	0	0	N/A. Scored is not affected. No evidence of product release implemented.	
1.05.03	Is there a documented system for dealing with customer complaints and buyer food safety complaints and are those on file, along with company responses, including corrective actions?	<b>Total Compliance</b>	10	10	Yes, procedure on file. "Complaint SOPs" and "Complaint Form" considers all the information required to process properly a complaint.	

### FSMS – Supplier Monitoring

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.06.01	Are there current written specifications for all ingredients, materials, products and services purchased &/or provided that relate to product safety, are they easily accessed and there is a review process in place for the specifications?	<b>Total Compliance</b>	5	5	Yes, there are written specifications for goods and services suppliers e. g., harvest crew (business license, liability insurance), suppliers of chemicals, fertilizers and pesticides, (letters of guarantee, quality, service).	
1.06.02	Is there a list of approved suppliers?	<b>Total Compliance</b>	5	5	Yes, list is on document on Food Safety Record Book.	
1.06.03	Is there a written procedure detailing the selection, evaluation, approval and monitoring process of approved suppliers?	<b>Total Compliance</b>	5	5	Yes, procedure on file.	
1.06.04	Does the organization have documented evidence to ensure that raw material, processing aids and ingredients suppliers comply with specifications, regulatory requirements and best practice guidelines?	N/A	0	0	N/A. Score is not affected. No raw material is purchased or received from external companies.	
1.06.05	Does the organization have documented evidence to ensure that packaging, materials and services suppliers comply with specifications, regulatory requirements and best practice guidelines?	<b>Total Compliance</b>	15	15	Yes, e. g. for Harvest Crew subcontracted (José Luis Chavez) license, certificate of liability and insurance. For chemicals supplier (Grower AG Services), letters of guarantee, quality, service, among others.	
1.06.06	Are appropriate supplier controls in place (e.g. results of pesticide multi-residue analysis) to ensure product pesticide residues of raw material/ingredients do not exceed published MRLs?	N/A	0	0	N/A. Score is not affected. No raw material is purchased or received from external companies.	

### FSMS – Traceability and Recall

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.07.01	Is there a documented account that indicates how the company product tracking system works, thereby enabling trace back and trace forward to occur in the event of a potential recall issue?	<b>Total Compliance</b>	10	10	Yes, document "Product Recall Procedure" details the tracking system. Is in binder Food Safety Program for Cantaloupes & Squash.	
1.07.02	Does the organization have a documented recall program including: procedures, recall team roles and contact details, external contact listings, explanation of different types (classes) of recalls?	<b>Total Compliance</b>	15	15	Yes, the procedure considers internal and external contacts, recall team contacts, responsible, customer contact detail, among others.	
1.07.03	Is testing of recall procedures (including trace back) performed and documented annually? Can the company identify where affected product was sent?	<b>Total Compliance</b>	10	10	Yes, Mock recall considers scenario (exceeded pesticides), responsible (Mr. Joseph Danna), customer (California Fresh), date (8/28/13), time (less than 2 hours), lot affected (lot 44), quantity (48 bins; 100% was located), category (I), among others.	
1.07.04	Is there a daily incidents report, sometimes called a Notice(s) of Unusual Occurrence and Corrective Actions Log (NUOCA) ?	<b>Total Compliance</b>	5	5	Yes, if it occurs an unusual incident, is recorded in the document "Corrective Action Notification".	

### FSMS – Product testing

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
1.08.01	Based on risk assessment, is there scheduled testing program for raw materials, work in progress, packaging and finished goods?	<b>Total Compliance</b>	5	5	Yes, document on file. "Food Safety Program HACCP" and "Manage System Production Summary" details a specific risk assessment (e. g., field, irrigation/water supplier, planting to harvest, harvest to packing/warehouse) concludes that it is not necessary to test products. Signed by Mr. Steve Danna (President), Mr. Joseph Danna (vice President; Food Safety Responsible) and Mr. Michael Ray (Food Safety Consultant Responsible).	
1.08.02	If test are necessary from the risk assessment, is there evidence of the test results for raw materials, work in progress, packaging and finished goods, at the scheduled frequencies and with follow-up for identified deviations?	N/A	0	0	N/A. Scored is not affected. Is not considerate necessary. Refer to 1.08.01.	
1.08.03	Are testing and analysis performed by licensed/accredited laboratories (e.g. ISO 17025 or equivalent, National Regulations, State Department, etc.)?	<b>Non-Compliance</b>	0	5	<b>No Compliance, there is not certified or licensed for Cranmer Engineering Lab (water analysis).</b>	

### GAP – Harvesting Inspections, Policies and Training

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
2.11.01	Have self-audits been completed for this harvest crew?	Yes	5	5	Yes, grower makes a self-audit with his own check list. "Daily Field Inspection of Production Block" that includes to harvest crew.	
2.11.02	Was a pre-harvest inspection performed on the block being harvested and was the block cleared for harvest? If No, go to 2.11.03.	Yes	5	5	Yes, Pre-harvest block inspections records on file. Document "Pre Harvest Inspection Form" considers the visual inspection of the harvest area.	
2.11.02a	Where pre-harvest inspections have discovered issues, have buffer zones been clearly identified and at the time of the audit, are these buffer zones being respected?	N/A	0	0	N/A. Score is not affected. No issues detected in pre harvest inspection.	
2.11.03	Are there records of daily pre-operation inspections that check key aspects of equipment hygiene, personal hygiene, etc.?	Yes	5	5	Yes, Pre harvest Inspection Form details date, hygiene items, equipment, harvest material, among others.	
2.11.04	Is there a documented and implemented policy that when commodities are dropped on the ground they are discarded? (Non-applicable for commodities such as tubers, root crops, etc.)	N/A	0	0	N/A. Score is not affected. The product are in contact with ground, cantaloupes and squash.	
2.11.05	Is there a food safety hygiene training program covering new and existing employees and are there records of these training events?	Yes	15	15	Yes, employee training records were on file, last date was 8/29/13. "Worker Hygiene" details training for food safety, product handling, hygiene.	
2.11.06	Is there a documented and implemented policy stating what happens when harvesters find evidence of animal intrusion e.g. fecal material?	Yes	5	5	Yes, policy documented in food safety manual, SOP's "Pre Harvest Inspection Form".	

#### GAP – Harvesting Employee Activities & Sanitary Facilities (Applies to harvesting workers)

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
2.12.01	Are there any employees observed with improperly covered open wounds?	No	5	5	No. No issue observed.	
2.12.02	Are any employees eating and drinking (other than water) in active harvest areas, areas yet to be harvested, near harvested product or storage areas?	No	5	5	No. No issue observed.	
2.12.03	Are any employees using tobacco products in active harvest areas, areas yet to be harvested, near harvested product or storage areas?	No	5	5	No. No issue observed.	
2.12.04	Is it evident the clothing harvesters are wearing is not posing a cross contamination risks?	Yes	5	5	Yes, employees clothing looks clean and suitable for this operation.	
2.12.05	Is it evident that employees are free of exposed jewelry (that may pose a foreign contamination issue) except for a single plain ring?	Yes	5	5	Yes. No issue observed.	
2.12.06	Where gloves are required to be used by the auditee, are they appropriate for the type of harvesting ( i.e., not using cotton gloves for harvesting a product such as lettuce) and are they in good working order?	No	0	5	No Compliance. The harvest crew bring their own gloves, absorbent material (cotton).	
2.12.06a	Where gloves are used, are they latex-free?	Yes	0	0	Yes, they are free latex.	
2.12.07	If any protective clothing is used by the auditee (e.g., gloves, aprons, sleeves) are they removed prior to using restrooms, going on breaks, etc?	N/A	0	0	N/A. Score is not affected. Practice not observed at the time of the audit.	
2.12.07a	Are secondary hand sanitation stations (e.g., hand dip, gel or spray stations) adequate in number and location? Are the stations maintained properly? NOTE: Secondary hand sanitation does not replace hand washing requirements (lack surfactant qualities).	No	0	5	No Compliance. The harvest crew does not use a secondary hand sanitation stations.	
2.12.08	Are there operational toilet facilities provided? IF THIS QUESTION IS ANSWERED NO, THE AUDIT WILL RESULT IN AN AUTOMATIC FAILURE. If No, go to 2.12.09	Yes	20	20	Yes, portables toilets are provided.	
2.12.08a	Are toilet facilities located in a suitable area and within ¼ mile or 5 minutes walking distance of all employees?	Yes	10	10	Yes, they were located near to the harvest area.	
2.12.08b	Are toilet facilities in a suitable location to prevent contamination to product, packaging, equipment, and growing areas?	Yes	15	15	Yes, they are located in a not risky location respect at growing area or water sources.	
2.12.08c	Are separate toilet facilities provided for men and women in groups larger than 5 employees?	Yes	5	5	Yes, toilets are assigned by gender, enough for men and women.	
2.12.08d	Is a minimum of one toilet facility provided for each group of 20 employees?	Yes	10	10	Yes, enough toilets are provided.	
2.12.08e	Do toilet facilities have visuals or signs, written in the appropriate languages, reminding employees to wash their hands before returning to work?	Yes	5	5	Yes, there are clear signs in the toilets.	
2.12.08f	Are toilets supplied with toilet paper and is the toilet paper maintained properly (e.g. toilet paper rolls not stored on the floor or in the urinals)?	Yes	5	5	Yes, properly stock of materials.	
2.12.08g	Are the toilets maintained in a clean condition?	Yes	10	10	Yes. toilets look clean.	
2.12.08h	Are toilets constructed of materials that are easy to clean?	Yes	2	2	Yes, they are made of plastic.	
2.12.08i	Are the toilet's construction materials of a light color allowing easy evaluation of cleaning performance?	Yes	2	2	Yes, light color.	
2.12.08j	Is there a documented and implemented policy that if portable toilets are used, waste is disposed of properly and the units are cleaned in an appropriate location?	Yes	5	5	Yes, toilets service procedure provided by the contractor.	
2.12.08k	Are there toilet cleaning records and for portable toilets, are there servicing records?	Yes	2	2	Yes, stickers detailing services dates in toilets facilities. The last two dates were 08/28/13 – 09/04/13.	

2.12.08l	If used, are catch basins of the toilets designed and maintained to prevent contamination (e.g. free from leaks and cracks)?	Yes	5	5	Yes, no issue observed.
2.12.08m	Are the toilet catch basins emptied properly?	N/A	0	0	N/A. Score is not affected. Practice not observed at the time of the audit.
2.12.09	Is there evidence of human fecal contamination in the harvesting area? IF THIS YES, AN AUTOMATIC FAILURE OF THE AUDIT WILL OCCUR.	No	20	20	No. No issue observed.
2.12.10	Are operational hand washing facilities provided? If No, go to 2.12.11. IF THIS QUESTION IS ANSWERED NO, AN AUTOMATIC FAILURE OF THE AUDIT WILL OCCUR.	Yes	20	20	Yes, external hand washing stations are available beside the toilets.
2.12.10a	Are the hand washing facilities placed within ¼ mile or 5 minutes walking distance of all employees?	Yes	15	15	Yes, they are located near harvest areas.
2.12.10b	Are hand wash stations clearly visible (e.g. situated outside the toilet facility) and easily accessible to workers?	Yes	2	2	Yes, they are external.
2.12.10c	In the event of running out of toilet materials (e.g., water, soap, toilet tissue, hand paper towels) are there extra supplies readily available so that toilets can be restocked quickly?	Yes	5	5	Yes, material extra is in the crew leader truck.
2.12.10d	Is soap made available at all hand washing facilities? If No, go to 2.12.10f.	Yes	10	10	Yes, soap was available.
2.12.10e	Is non-perfumed soap available?	Yes	5	5	Yes, non perfumed soap.
2.12.10f	Are single-use towels available at all hand washing facilities and trash cans for them?	Yes	10	10	Yes, each hand wash station with towels and trash cans available.
2.12.10g	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)?	Yes	5	5	Yes, rinse is captured in the toilets trailer catch basins.
2.12.10h	Are the employees washing their hands prior to beginning work? Score NA if this discipline is not observed at the time of the audit.	N/A	0	0	N/A. Score is not affected. Practice not observed at the time of the audit.
2.12.10i	Are the employees washing their hands after break periods? Score NA if this discipline is not observed at the time of the audit.	N/A	0	0	N/A. Score is not affected. Practice not observed at the time of the audit.
2.12.10j	Are the employees washing their hands after using the toilet facilities? Score NA if this discipline is not observed at the time of the audit.	N/A	0	0	N/A. Score is not affected. Practice not observed at the time of the audit.
2.12.10k	Is it evident that corrective action is taken when employees fail to comply with hand washing guidelines?	N/A	0	0	N/A. Score is not affected. The auditor lack to check this requirement.
2.12.11	Is fresh potable drinking water readily accessible to employees.? If No, go to 2.12.12.	Yes	7	7	Yes, potable water is provided to employees.
2.12.11a	Are the water containers maintained in a clean condition?	Yes	5	5	Yes, no issue observed.
2.12.11b	Are single use cups provided (unless a drinking fountain is used) made available near the drinking water?	Yes	7	7	Yes, disposable cups are provided.
2.12.12	Are first-aid kits available and is the inventory maintained properly?	Yes	5	5	Yes, first aid kit available and kept.
2.12.13	If observed, are all commodities that come in contact with blood destroyed? IF THIS QUESTION IS ANSWERED NO, AN AUTOMATIC FAILURE OF THE AUDIT WILL OCCUR.	N/A	0	0	N/A. Score is not affected. There were no problems or incidents observed with blood.
2.12.13a	Is there a documented and implemented policy and procedure in place and available for all commodities that come in contact with blood to be destroyed?	Yes	5	5	Yes, policy available in " Worker Hygiene" and communicated to the harvest crew as part of their training (verbal confirmation).
2.12.14	Is garbage disposed of properly in the harvested and non harvested areas?	Yes	10	10	Yes, harvest areas were observed clean.
2.12.15	Are garbage containers provided in the field for the disposal of food and beverage containers, cups, and paper towels? If No, go to 2.12.16	Yes	5	5	Yes, they were available in the harvest area.
2.12.15a	Are garbage containers constructed and maintained (e.g. bags, lids) to protect against pre harvest or post harvest contamination of the crop?	Yes	5	5	Yes, are plastic material with lid.
2.12.16	Have any potential metal, glass, or plastic contamination issues been controlled?	Yes	5	5	Yes. No issue seen.

## GAP – Harvest Practices

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
2.13.01	Is there evidence of animal presence and/or animal activity in the harvesting area? If answer is NO, go to 2.13.02.	No	15	15	No, no issues seen.	
2.13.01a	Is the evidence of animal presence and/or animal activity found, in the form of fecal contamination? If answer is NO, go to Q 2.13.02.	N/A	0	0		
2.13.01b	Is the fecal matter found in the audited area, a systematic event (not sporadic)? IF THIS QUESTION IS ANSWERED YES, AUTOMATIC FAILURE OF THIS AUDIT WILL RESULT.	N/A	0	0		
2.13.02	Is the product harvested and transported to a facility for additional handling and/or final packing	Yes	0	0	Yes, the product is sent to a cold storage of the buyer to process.	
2.13.03	Is the product packed in the final packing unit in the field? If No, go to 2.13.04.	No	0	0	No, the product is sold in bulk. Refer to 2.13.02.	
2.13.03a	Is packing material (e.g. cartons, bags, clamshells, sacks, RPCs) intended for carrying product used for that purpose only?	N/A	0	0		
2.13.03b	Is packing material free from evidence of pest activity, foreign materials and other signs of hazardous materials? IF THIS QUESTION IS ANSWERED NO, AN AUTOMATIC FAILURE OF THE AUDIT WILL OCCUR.	N/A	0	0		
2.13.03c	Is packed product free from evidence of pest activity, foreign materials, hazardous materials and any adulteration issues? IF THIS	N/A	0	0		

QUESTION IS ANSWERED NO, AN AUTOMATIC FAILURE OF THE AUDIT WILL OCCUR.

2.13.03d	Is product and packing material free from exposure to the ground and or any handling contamination?	N/A	0	0	
2.13.03e	Does the operation inspect packaging prior to use and is packed product inspected after packing; where contamination issues are found is corrective action taken and record?	N/A	0	0	
2.13.03f	If packing material is left in the field overnight is it secured and protected?	N/A	0	0	
2.13.04	Are grading and packing tables used? If No, go to 2.13.05	No	0	0	No.
2.13.04a	Does the surface allow for easy sanitation?	N/A	0	0	
2.13.04b	Are grading and packing tables subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 2.13.05	N/A	0	0	
2.13.04c	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the grading and packing tables after cleaning has occurred?	N/A	0	0	
2.13.04d	Are records of grading and packing tables equipment cleaning being maintained?	N/A	0	0	
2.13.05	Are re-useable containers (e.g. buckets, field totes, lugs, bins) used in the harvesting operation? If No, go to 2.13.06.	Yes	0	0	Yes, bins are used in this operation.
2.13.05a	Are re-useable containers made of easy to clean materials?	Yes	5	5	Yes, bins are plastic material.
2.13.05b	Are re-useable containers subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 2.13.05c.	Yes	5	5	Yes, "Harvest Container and Equipment Cleaning Program" details procedures, these one include frequency.
2.13.05c	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the re-useable containers after cleaning has occurred?	N/A	0	0	N/A. Score is not affected. The auditor lack to check this requirement.
2.13.05d	Are records of re-useable containers cleaning being maintained?	Yes	5	5	Yes, records on file. "Grower Cleaning and Maintenance Form".
2.13.05e	Are re-useable containers free from any handling contamination?	Yes	5	5	Yes, no issue seen.
2.13.06	Are tools (e.g. knives, clippers, scissors, etc.) used in harvesting? If No, go to 2.13.07.	Yes	0	0	Yes, clippers are used in this operation.
2.13.06a	Are harvest tools (e.g. knives, coring rings, holsters) being used, made of non corrosive and easy to clean materials (e.g. no wood or fabric parts)?	Yes	5	5	Yes, plastic handle, stainless steel blade.
2.13.06b	Are harvest tools not being taken into break or toilet areas or used for any other purpose other than product harvesting?	Yes	5	5	Yes, clippers are disposed in appropriate area and only for harvest, verbal confirmation of the crew leader.
2.13.06c	Are harvest tools free from exposure to the ground and or any handling contamination?	Yes	5	5	Yes, no issue observed.
2.13.06d	Is there an equipment and utensil (e.g. knives) storage and control procedures when not in use?	Yes	5	5	Yes, everyday clippers are gathered by the harvest crew leader. The next day are provided and sanitizing procedure is used. Records on file.
2.13.06e	Are harvest tools subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 2.13.06h.	Yes	5	5	Yes, "Harvest Container and Equipment Cleaning Program" details procedures, these one include frequency.
2.13.06f	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the harvesting tools after cleaning has occurred?	Yes	5	5	Yes, "chlorine procedure and records" show chlorine is used, with 100 – 250 ppm total chlorine and >1 ppm free chlorine.
2.13.06g	Are records of harvesting tools cleaning being maintained?	Yes	5	5	Yes, records on file.
2.13.06h	Are harvesting tool dips being maintained properly in terms of anti-microbial solution strength and are records of the solutions checks being maintained? AUDITORS SHOULD REQUIRE A TEST AT THE TIME OF THE AUDIT.	N/A	0	0	N/A. At the time of the audit was not using the tool dip station.
2.13.07	Is machinery used in the harvesting process? If No, go to 2.13.08.	No	0	0	No.
2.13.07a	Are all food contact surfaces on the machinery used in the harvest process constructed of food grade materials or stainless steel?	N/A	0	0	
2.13.07b	Does the packing surface allow for easy sanitation?	N/A	0	0	
2.13.07c	Is the harvesting equipment subject to a documented cleaning program including stating the cleaning frequency and cleaning procedures? If No, go to 2.13.07f.	N/A	0	0	
2.13.07d	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the harvesting equipment after cleaning has occurred?	N/A	0	0	
2.13.07e	Are records of harvesting equipment cleaning being maintained?	N/A	0	0	
2.13.07f	Is equipment designed and used properly to minimize product contamination (e.g. drip pans utilized, lights protected)?	N/A	0	0	
2.13.07g	Are only food grade lubricants used on the critical parts of the harvesting machinery that have the potential to contaminate product?	N/A	0	0	
2.13.07h	Are all glass issues on harvesting machines, in-field trucks, and tractors protected in some manner?	N/A	0	0	
2.13.07i	Are all platforms above product, packaging, or food contact surfaces (e.g. belts) on the harvest machinery, in-field trucks fitted with protection to prevent product contamination?	N/A	0	0	
2.13.08	Is water used directly on product contact( e.g. re-hydration, core in field)? If No, go to 2.13.09.	No	0	0	No.
2.13.08a	Are microbial tests conducted including Generic E.coli on water used for washing, hydrating, etc. harvested crops (e.g. re-hydration, core in field) ? If No, go to 2.13.08c.	N/A	0	0	
2.13.08b	Are the microbiological tests current and conducted at the required and/or expected frequencies?	N/A	0	0	

2.13.08c	Do written procedures (SOPs) exist covering corrective measures for unsuitable or abnormal water testing results?	N/A	0	0	
2.13.08d	If unsuitable or abnormal results have been detected, have documented corrective measures been performed?	N/A	0	0	
2.13.08e	Are the anti-microbial parameters clearly documented and correct for the type anti-microbial being used?	N/A	0	0	
2.13.08f	Are anti-microbial checks being performed on a routine basis?	N/A	0	0	
2.13.08g	Are corrective actions recorded where anti-microbial results are less than the stated minimum criteria?	N/A	0	0	
2.13.09	Is the harvested product "in-field processed" or "In-field semi-processed" (e.g. core in field, top & tail, florets)? If No, go to 2.14.01.	No	0	0	No.
2.13.09a	Does the process flow, machine layout, employee control, utensil control, etc. ensure that processed products are not contaminated by unprocessed products?	N/A	0	0	
2.13.09b	Do all employees that come in contact with the product being harvested wear clean protective outer garments (e.g. hairnets, plastic gloves, sleeves and aprons)?	N/A	0	0	
2.13.09c	Do all employees that wear protective outer garments remove and keep them in a clean and secure area during breaks or when using the toilet facilities?	N/A	0	0	
2.13.09d	Are all plastic bin liners closed immediately after harvest to avoid contamination of the harvested product?	N/A	0	0	

### GAP – Transportation and Tracking

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
2.14.01	Are the vehicles transporting fresh produce from field to facility limited to this function only and maintained in proper condition?	Yes	5	5	Yes, the trucks just pick up the product. Non observed, but verbal confirmation of the crew leader.	
2.14.02	Is there a system in place to track product from the farm? If No, go to 2.15.01.	Yes	20	20	Yes, refer to 2.14.02a	
2.14.02a	If product is being packed in the field, are the cartons, boxes, RPCs or any other packaging material used, identified with the harvesting date and growing location information on them? This question does not apply for raw material/bulk product destined for further handling in a packinghouse or processor facility.	Yes	10	10	Yes, there is a sticker on each bins with date, lot, area and grower.	
2.14.02b	Is harvested product (each individual unit) coded to identify production area where grown (e.g. field/lot/greenhouse)? NOTE: This question is targeting finished goods packed in the field. N/A for raw material/bulk product destined for further handling in a packinghouse or processor facility.	N/A	0	0	N/A. The grower sells the product as raw material.	

### GAP – On site storage

Question No.	Question Name	Given Answer	Given Score	Possible Score	Auditor Comments	Files
2.15.01	Is there an on site storage for items and/or equipment used in the harvest process (e.g., packing material, cartons, clamshells, re-usable containers, disinfectants, grading/packing tables, RPCs)? If No, skip sub-questions.	Yes	0	0	Yes, the bins are stored in site.	
2.15.01a	Are packaging, containers, and harvesting equipment stored to prevent cross contamination (this includes RPCs, cartons, clamshells, bins, and other harvesting type of containers that are single use or reusable, etc. )?	Yes	5	5	Yes, bins are stored in an area with concrete floor. The bins were checked every day before use (Pre harvest Inspection Form).	
2.15.01b	Is the storage area under a sanitation program?	N/A	0	0	N/A. Score is not affected. The area where bins are stored is an open place.	
2.15.01c	Is the storage area under a pest control program?	N/A	0	0	N/A. Score is not affected. The area where bins are stored is an open place.	