

USDA GAP/GHP Audit Verification Checklist

Part 2: Field Harvest and Field Packing Activities Section

Field Sanitation and Hygiene

QUESTION	RESPONSE					NOTES	
2-1	A documented pre-harvest assessment is made on the crop production areas. Risks and possible sources of crop contamination are noted and assessed.		YES	NO	NA	D	2-1a
2-2	The number, condition, and placement of field sanitation units comply with applicable state and/or federal regulations.		YES	NO	NA		
2-3	When question 2-2 is answered "NA" (sanitation units are not required), a toilet facility is readily available for all workers.		YES	NO	NA		
2-4	Field sanitation units are located in a location that minimizes the potential risk for product contamination and are directly accessible for servicing.		YES	NO	NA		

QUESTION	RESPONSE	DOC	NOTES
2-5	A response plan is in place for the event of a major spill or leak of field sanitation units or toilet facilities.	YES NO NA P	2-5a

Field Harvesting and Transportation

2-6	All harvesting containers and bulk hauling vehicles that come in direct contact with product are cleaned and/or sanitized prior to use and kept as clean as practicable.	YES NO NA D	2-6a, b
2-7	All hand harvesting implements (knives, pruners, machetes, etc.) are kept as clean as practical and are disinfected on a scheduled basis.	YES NO NA D	2-7a, b
2-8	Damaged containers are properly repaired or disposed of.	YES NO NA	
2-9	Harvesting equipment and/or machinery which comes into contact with product is in good repair.	YES NO NA	
2-10	Light bulbs and glass on harvesting equipment are protected so as not to contaminate produce or fields in the case of breakage.	YES NO NA	

QUESTION		RESPONSE			DOC		NOTES
2-11	There is a standard operating procedure or instructions on what measures should be taken in the case of glass/plastic breakage and possible contamination during harvesting operations.		YES	NO	NA	P	2-11a
2-12	There is a standard operating procedure or instructions on what measures should be taken in the case of product contamination by chemicals, petroleum, pesticides or other contaminating factors.		YES	NO	NA	P	2-11a
2-13	For mechanically harvested crops, measures are taken during harvest to inspect for and remove foreign objects such as glass, metal, rocks, or other dangerous/toxic items.		YES	NO	NA		
2-14	Harvesting containers, totes, etc. are not used for carrying or storing non-produce items during the harvest season, and farm workers are instructed in this policy.		YES	NO	NA	P	

QUESTION		RESPONSE	DOC				NOTES
2-15	Water applied to harvested product is microbially safe.		YES	NO	NA	R	
2-16	Efforts have been made to remove excessive dirt and mud from product and/or containers during harvest.		YES	NO	NA		
2-17	Transportation equipment used to move product from field to storage areas or storage areas to processing plant which comes into contact with product is clean and in good repair.		YES	NO	NA		
2-18	There is a policy in place and has been implemented that harvested product being moved from field to storage areas or processing plants are covered during transportation.		YES	NO	NA	P	
2-19	In ranch or field pack operations, only new or sanitized containers are used for packing the product.		YES	NO	NA	D	2-19a

QUESTION		RESPONSE			DOC		NOTES
2-20	Packaging materials used in ranch or field pack operations are properly stored and protected from contamination.		YES	NO	NA		
2-21	Product moving out of the field is uniquely identified to enable traceability.		YES	NO	NA	D	