

FOOD SAFETY PLAN FOR GARDENS

Food safety of the garden begins during the planning stages. Steps must be taken to prevent the risk of contamination if the garden produce will be eaten by students or served as part of the school meal program. The size of the garden does not matter when it comes to food safety, even small gardens pots or single garden beds can harbor harmful microorganisms and impact food safety. This checklist will assist you in understanding the requirements of a food safety plan.

PRODUCTION

Location

<p>Recommendation: Locate gardens away from garbage areas, wells, septic systems, utilities, animals and livestock. The area directly above the growing area should be free of tree limbs or utility lines where birds can perch.</p>	<p>Plan: Explain how the location of your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

Security

<p>Recommendation: The garden area should be fenced and secure to deter intentional and unintentional visitors. Visitors should not be allowed unless a supervisor is present.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

Fencing

<p>Recommendation: Fence openings should generally be no greater than 1 inch.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

Soil Testing/Soil History

<p>Recommendation: If commercial soil is not used, soil must be initially tested for volatile organic compounds and lead. Maintain records.</p>	<p>Plan: Describe the results of any soil testing performed or where soil was purchased. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

PRODUCTION (CONTINUED)

Water Testing

<p>Recommendation: Only clean and potable water should be used in the garden. All water sources for the garden should be tested annually to conform to EPA standards. Records must be maintained.</p>	<p>Plan: Describe the water source for your garden and the results of testing. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A
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Compost And Manure

<p>Recommendation: Avoid the use of fresh manure. Composting is very complex and regulations can vary. Use commercial compost whenever possible. If you wish to use compost created on school grounds, explain how you will ensure the safety of your compost (attach additional documentation as needed).</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A
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Fertilizer

<p>Recommendation: Only commercial fertilizes should be used.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A
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Pest Control

<p>Recommendation: Avoid the use of pesticides.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A
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SANITATION

Worker Health

<p>Recommendation: There must be a written policy to exclude workers that have recently been ill or exhibit symptoms of foodborne illness such as: vomiting, diarrhea, sore throat and fever, jaundice, infected sores or cuts on exposed portions of the hands and arms. Signs must be posted to reinforce the policy.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>

Handwashing

<p>Recommendation: A handwashing station must be easily-accessible and be stocked with soap, water, towels and a waste receptacle. Training must be conducted for all workers. Handwashing signs must be posted to reinforce the policy.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>

Restroom Facilities

<p>Recommendation: Restrooms must be available for workers. Restrooms must be kept clean and stocked of supplies.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>

Training

<p>Recommendation: Training must be provided to help workers understand the relationship between food safety and personal hygiene. Topics must include proper hand washing, first aid procedures, proper response to blood or bodily fluids incidents in the garden, and the safe handling of produce. Training of each worker must be documented.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>

HARVEST

Containers and Equipment

<p>Recommendation: Harvest containers must be food grade and must be washed and sanitized before using. Harvest tools and equipment must also be washed and sanitized before using.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

Identification and Traceability

<p>Recommendation: Harvest containers should be labeled to include the product name, harvest date and row/bed or location where the produce was grown.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

TRANSPORT AND DELIVERY

Transporting

<p>Recommendation: To maintain produce quality and safety, the produce must be refrigerated immediately after harvesting. If the garden produce will be transported, a refrigerated vehicle or other approved method to keep the produce cold at or below 40oF is recommended. Transport vehicles must be kept clean and sanitary.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

Receiving

<p>Recommendation: Produce must be inspected at receiving. Unacceptable product must be refused. Acceptable produce must be refrigerated after receiving.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	YES	NO	N/A

PRODUCE WASHING

Compass Group Requirements

<p>Recommendation: Produce must NOT be washed at harvest. Do not hose, spray, soak or use wet towels to wipe produce. Produce washing should only take place in the school kitchen on the day of service.</p> <p>Only an approved anti-microbial vegetable wash, such as Victory or FIT should be used for washing garden produce. Gardens that have large amounts of produce over several months, should use Victory wash, which can be purchased and installed through Ecolab.</p>	<p>Plan: Explain how your garden meets the recommendation. Circle at right if your garden fulfills the recommendation.</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>

ANY ITEMS THAT WERE CHECKED “NO” REQUIRE FOLLOW-UP IN AN ACTION PLAN.

Garden Action Plan		School District Name:		
Action	Due	Completed	Initials	Other Required Action
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				