

AuditReport

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Version 1.0 Dec 22, 2009

**Audited By Glades Crop Care, Inc.. (114296)
Harvest Crew v07.04**

Harvest Company(s)	Big S Harvest Crew Contact: Sam Astin Address: 107 Holloway Road Plant City Florida United States Email(s): shawn@strawberryexchange.com ; jrpierce@strawberryexchange.com
Customer(s)	Astin Strawberry Exchange Contact: Sam Astin Address: 107 Holloway Road, P.O. Box 3837 Plant City Florida 33563 United States Phone Number: (813) 650 8448 Fax Number: (813) 754 5702 Email(s): shawn@strawberryexchange.com ; jrpierce@strawberryexchange.com
Grower(s)	Astin Strawberry Exchange Contact: <u>Sam Astin</u> Address: 107 Holloway Road, P.O. Box 3837 Plant City Florida 33563 United States Phone Number: (813) 650 8448 Fax Number: (813) 754 5702 Email(s): shawn@strawberryexchange.com
Ranch(s)	Big S Farms Contact: <u>Sam Astin</u> Address: 107 Holloway Road Plant City Florida 33563 United States Email(s): shawn@strawberryexchange.com
Audit Type:	Harvest Crew
Foreman or Contact Person (and email):	J. R. Pierce; jrpierce@strawberryexchange.com
Crew Name Or Number:	Big S Harvest Crew
Location/City:	Plant City
State:	Florida
Country:	United States
Date Audit Started:	12/10/2009 11:45
Date Audit Finished:	12/10/2009 12:15
Commodity(ies):	Strawberries
Auditor:	<u>Steven Hoak</u> (Affiliated Auditors, Glades Crop Care – Affiliated)
Audit Percentage Score:	96%

AuditReport

Scoring Category:	95–100% Superior
Announced Audit?	Yes
Audit Scope:	The harvest crew, including the growing/harvesting area, sanitary facilities, and general hygiene of workers, was inspected along with the associated food safety file system.

Additional Report Links

[See Severity Answers & Recommendations](#)

[See The Result Comparison](#)

[See The Audited Entity History](#)

Corrective Actions Response

Note: This link must be used in order to notify that you are taking action in the corrective measures for questions that were not in full compliance.

Sections:

[Inspection](#)

[Employee Activities & Sanitary Facilities](#)

[Harvest Practices](#)

[Transportation and Tracking](#)

[On Site Storage](#)

[Food Security](#)

Inspection

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
01.01	Have self-audits been completed for each harvest crew?	Yes	5	5		Yes, self-audits have been completed for each harvest crew.	
01.02	Was a pre-harvest inspection performed on the block being harvested and was the block cleared for harvest? If NO, go to 1.3.	Yes	5	5		Yes, pre-harvest inspections were done and the block was cleared for harvest.	
01.02a	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 not affected. Pre-harvest food safety issues were not discovered during inspections.	
01.03	Are there records of daily pre-operation inspections that check key aspects of equipment hygiene, personal hygiene, etc.?	Yes	5	5		Yes.	
01.04	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.)	Yes	5	5		Yes, there is a documented and implemented policy that all fruit dropped on the ground is discarded.	
01.05	Is there a food safety hygiene training program covering new and existing employees and are records of these training events?	Yes	15	15		Yes.	
01.06	Is there is a documented and implemented policy stating what happens when harvesters find evidence of animal intrusion e.g. fecal material?	Yes	5	5		Yes.	

AuditReport

Employee Activities & Sanitary Facilities

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
02.01	Are there any employees observed with improperly covered open wounds?	No	5	5		No. There are no employees with open wounds.	
02.02	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. Employees are not eating or drinking in harvest areas.	
02.03	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. Employees are not using tobacco products in harvest areas.	
02.04	Is it evident the clothing harvesters are wearing is not posing a cross contamination risks?	Yes	5	5		Yes.	
02.05	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.	
02.06	Where gloves are required 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?	N/A	0	0		N/A. Score not affected. The auditee does not require gloves.	
02.06a	Where gloves are used, are they latex-free?	N/A	0	0		N/A. Score not affected. The auditee does not require gloves.	
02.07	If any protective clothing is required 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 not affected. The auditee does not require protective clothing.	
02.07a	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).	Yes	5	5		Yes.	
02.08	Are there operational toilet facilities provided? If this question is answered No, the audit will result in an automatic failure. If No, go to 2.9	Yes	20	20		Yes.	
02.08a	Are toilet facilities located in a suitable area and within ¼ mile or 5 minutes walking distance of all employees?	Yes	10	10		Yes.	
02.08b	Are toilet facilities in a suitable location to prevent contamination to product, packaging, equipment, and growing areas?	Yes	15	15		Yes.	
02.08c	Are separate toilet facilities provided for men and women in groups larger than 5 employees?	Yes	5	5		Yes.	
02.08d	Is a minimum of one toilet facility provided for each group of 20 employees?	Yes	10	10		Yes, a minimum of one toilet per 20 employees is provided.	
02.08e	Do toilet facilities have visuals or signs, written in the appropriate languages, reminding employees to wash their hands	Yes	5	5		Yes.	

AuditReport

	before returning to work?				
02.08f	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.
02.08g	Are the toilets maintained in a clean condition?	Yes	10	10	Yes.
02.08h	Are toilets constructed of materials that are easy to clean?	Yes	2	2	Yes.
02.08i	Are the toilet's construction materials of a light color allowing easy evaluation of cleaning performance?	Yes	2	2	Yes.
02.08j	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.
02.08k	Are there toilet cleaning records and for portable toilets, are there servicing records?	Yes	2	2	Yes, toilet cleaning and servicing records are up to date.
02.08l	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.
02.08m	Are the toilet catch basins emptied properly?	N/A	0	0	N/A Score not affected. Toilet catch basins were not being emptied at the time of audit.
02.09	Is there evidence of human fecal contamination in the growing area? If this Yes, an automatic failure of the audit will occur.	No	20	20	No. There is no evidence of human fecal contamination in the growing area.
02.10	Are operational hand washing facilities provided? If No, go to 2.11, If this question is answered No, an automatic failure of the audit will occur.	Yes	20	20	Yes.
02.10a	Are the hand washing facilities placed within ¼ mile or 5 minutes walking distance of all employees?	Yes	15	15	Yes.
02.10b	Are hand wash stations clearly visible (e.g. situated outside the toilet facility) and easily accessible to workers?	Yes	2	2	Yes.
02.10c	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.
02.10d	Is soap made available at all hand washing facilities? If No, go to 2.10f.	Yes	10	10	Yes.
02.10e	Is non-perfumed soap available?	Yes	5	5	Yes.
02.10f	Are single-use towels available at all hand washing facilities and trash cans for them?	Yes	10	10	Yes.
02.10g	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.
02.10h	Are the employees washing their hands prior to beginning work? Score NA if this discipline	N/A	0	0	N/A. Score not affected. Not observed during audit.

AuditReport

	is not observed at the time of the audit.					
02.10i	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 not affected. Not observed during audit.
02.10j	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.	Yes	15	15		Yes, employees are washing their hands after using toilet facilities.
02.10k	Is it evident that corrective action is taken when employees fail to comply with hand washing guidelines?	Yes	5	5		Yes.
02.11	Is fresh potable drinking water readily accessible to employees.? If No, go to 2.12.	Yes	7	7		Yes.
02.11a	Are the water containers maintained in a clean condition?	Yes	5	5		Yes.
02.11b	Are single use cups provided (unless a drinking fountain is used) made available near the drinking water?	Yes	7	7		Yes.
02.12	Are first-aid kits available and is the inventory maintained properly?	Yes	5	5		Yes.
02.13	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 not affected. Not observed during audit.
02.13a	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, there is a policy and procedure in place that states all commodities that come in contact with blood will be destroyed.
02.14	Is garbage disposed of properly in the harvested and non harvested areas?	Yes	10	10		Yes.
02.15	Are garbage containers provided in the field for the disposal of food and beverage containers, cups, and paper towels? If No, go to 2.16.	Yes	5	5		Yes.
02.15a	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.
02.16	Have any potential metal, glass, or plastic contamination issues been controlled?	Yes	5	5		Yes.

Harvest Practices

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
03.01	Is the crop free of any evidence of systematic animal fecal (e.g. flocking geese, escaped cattle) contamination? If this question is answered NO, this question results in an automatic failure.	Yes	20	20		Yes, the crop is free from evidence of animal fecal contamination.	
03.02	Is there evidence of animal activity in the crop that is a potential food safety risk?	No	20	20		No. There is no evidence of animal activity in the field that would pose a food safety risk.	
03.03	Is the product packed in the final packing unit in the field ? If No, go to 3.04.	Yes	0	0		Yes.	

AuditReport

03.03a	Is packing material (e.g. cartons, bags, clamshells, sacks, RPCs) intended for carrying product used for that purpose only?	Yes	5	5		Yes.
03.03b	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.	Yes	20	20		Yes.
03.03c	Is packed product free from evidence of pest activity, foreign materials, hazardous materials and any adulteration issues? If this question is answered No, an automatic failure of the audit will occur.	Yes	20	20		Yes.
03.03d	Is product and packing material free from exposure to the ground and or any handling contamination?	Yes	5	5		Yes.
03.03e	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?	Yes	5	5		Yes.
03.03f	If packing material is left in the field overnight is it secured and protected?	Yes	5	5		Yes.
03.04	Are grading and packing tables used? If No, go to 3.05.	Yes	0	0	This refers to food contact surfaces used to grade, inspect, re-pack, or pack product.	Yes, pushcarts are used that act as packing tables.
03.04a	Does the surface allow for easy sanitation?	Yes	5	5		Yes.
03.04b	Are grading and packing tables subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 3.05.	Yes	5	5		Yes.
03.04c	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the grading and packing tables after cleaning has occurred?	Yes	5	5		Yes.
03.04d	Are records of grading and packing tables equipment cleaning being maintained?	Yes	5	5		Yes.
03.05	Are re-useable containers (e.g. buckets, field totes, lugs, bins) used in the harvesting operation? If No, go to 3.06.	No	0	0		No. Re-useable containers are not used.
03.05a	Are re-useable containers made of easy to clean materials?	N/A	0	0		N/A. Score not affected. Refer to question 3.05.
03.05b	Are re-useable containers subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 3.05e.	N/A	0	0		N/A. Score not affected. Refer to question 3.05.
03.05c	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 not affected. Refer to question 3.05.
03.05d	Are records of re-useable containers cleaning being maintained?	N/A	0	0		N/A. Score not affected. Refer to question 3.05.
03.05e	Are re-useable containers free from any handling contamination?	N/A	0	0		N/A. Score not affected. Refer to question 3.05.
03.06		No	0	0		

AuditReport

	Are tools (e.g. knives, clippers, scissors, etc.) used in harvesting? If No, go to 3.07.				No. Tools are not used during harvesting.
03.06a	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)?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06b	Are harvest tools not being taken into break or toilet areas or used for any other purpose other than product harvesting?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06c	Are harvest tools free from exposure to the ground and or any handling contamination?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06d	Is there an equipment and utensil (e.g. knives) storage and control procedures when not in use?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06e	Are harvest tools subject to a documented cleaning program including stating the frequency of cleaning and cleaning procedures? If No, go to 3.06h.	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06f	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the harvesting tools after cleaning has occurred?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06g	Are records of harvesting tools cleaning being maintained?	N/A	0	0	N/A. Score not affected. Refer to question 3.06.
03.06h	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. Score not affected. Refer to question 3.06.
03.07	Is machinery used in the harvesting process? If No, go to 3.08.	No	0	0	No. Machinery is not used during the harvest process.
03.07a	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	N/A. Score not affected. Refer to question 3.07.
03.07b	Does the packing surface allow for easy sanitation?	N/A	0	0	N/A. Score not affected. Refer to question 3.07.
03.07c	Is the harvesting equipment subject to a documented cleaning program including stating the cleaning frequency and cleaning procedures? If No, go to 3.07f.	N/A	0	0	N/A. Score not affected. Refer to question 3.07.
03.07d	Is an anti-microbial solution (e.g. chlorinated or equivalent) used to sanitize the harvesting equipment after cleaning has occurred?	N/A	0	0	N/A. Score not affected. Refer to question 3.07.
03.07e	Are records of harvesting equipment cleaning being maintained?	N/A	0	0	N/A. Score not affected. Refer to question 3.07.
03.07f	Is equipment designed and used properly to minimize product contamination (e.g. drip pans utilized, lights protected)?	N/A	0	0	N/A. Score not affected. Refer to question 3.07.
03.07g	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	N/A. Score not affected. Refer to question 3.07.
03.07h		N/A	0	0	

AuditReport

	Are all glass issues on harvesting machines, in-field trucks, and tractors protected in some manner?				N/A. Score not affected. Refer to question 3.07.
03.07i	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	N/A. Score not affected. Refer to question 3.07.
03.08	Is water used directly on product contact(e.g. re-hydration, core in field)? If No, go to 3.09.	No	0	0	No water is used in the harvesting process.
03.08a	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 3.08c.	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08b	Are the microbiological tests current and conducted at the required and/or expected frequencies?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08c	Do written procedures (SOPs) exist covering corrective measures for unsuitable or abnormal water testing results?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08d	If unsuitable or abnormal results have been detected, have documented corrective measures been performed?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08e	Are the anti-microbial parameters clearly documented and correct for the type anti-microbial being used?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08f	Are anti-microbial checks being performed on a routine basis?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.08g	Are corrective actions recorded where anti-microbial results are less than the stated minimum criteria?	N/A	0	0	N/A. Score not affected. Refer to question 3.08.
03.09	Is the harvested product "in-field processed" or "In-field semi-processed" (e.g. core in field, top & tail, florets)? If No, go to 4.01.	No	0	0	No. The harvested product is not processed.
03.09a	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	N/A. Score not affected. Refer to question 3.09.
03.09b	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	N/A. Score not affected. Refer to question 3.09.
03.09c	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	N/A. Score not affected. Refer to question 3.09.
03.09d	Are all plastic bin liners closed immediately after harvest to avoid contamination of the harvested product?	N/A	0	0	N/A. Score not affected. Refer to question 3.09.

Transportation and Tracking

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
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AuditReport

04.01	Are the vehicles transporting fresh produce from field to facility limited to this function only and maintained in proper condition?	Yes	5	5		Yes, all transport vehicles only transport produce and are maintained properly.
04.02	Is there a system in place to track product from the farm? If No, go to 5.01.	Yes	20	20		Yes.
04.02a	Is harvested product (each individual unit) coded to identify date of harvest? 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.	No	0	10	For finished goods packed in the field there should be date coding on each individual unit. This question is Non-applicable for raw material/bulk product destined for further handling in a packinghouse or processor facility. However, if there are no coding details indicated on pallet tags, bins, trip ticket, or other accompanying load documentation then the response would be no.	No. Each unit is not coded for date of harvest. A system is being developed that would code each unit with the date of harvest.
04.02b	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.	No	0	10	For finished goods packed in the field there should be either a code on the pack, or a system to trace back from a date code to a product area(s). This question is Non-applicable for raw material/bulk product destined for further handling in a packinghouse or processor facility. However, if there are no coding details indicated on pallet tags, bins, trip ticket, or other accompanying load documentation then the response would be no.	No. Each unit is not coded for the production area. A system is being developed that would code each unit with the production area.

On Site Storage

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
05.01	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, go to 6.1.	No	0	0		No. There is not any on site storage for harvest items.	
05.01a	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.)?	N/A	0	0		N/A. Score not affected. Refer to question 5.01.	
05.01b	Is the storage area under a sanitation program?	N/A	0	0		N/A. Score not affected. Refer to question 5.01.	
05.01c	Is the storage area under a pest control program?	N/A	0	0		N/A. Score not affected. Refer to question 5.01.	







Food Security

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
06.01	Is access to the harvest area and related equipment controlled (unauthorized individuals Not allowed near the equipment)?	Yes	5	5		Yes, access to harvest area is controlled by farm supervisors.	



AuditReport

06.02	Are Harvest Crew Forman and members directed to report entry of unauthorized individuals?	Yes	5	5	Yes.
06.03	Does the company have documented food security policies?	Yes	3	3	Yes, the company has documented food security policies.
06.04	Are materials such as sanitizers or packaging (cartons, film, wraps, etc.) stored in secured areas overnight?	Yes	5	5	Yes.
06.05	Are materials (e.g. cartons, clamshells, re-usable containers, disinfectants, grading/packing tables, RPCs) when used in the field while harvesting, controlled in a manner that prevents unauthorized tampering (e.g. on a truck near point of harvest)?	Yes	5	5	Yes.
06.06	Are background checks conducted on critical personnel?	Yes	5	5	Yes.
06.07	Are all personal materials kept away from the harvest and packaging of the harvesting operation?	Yes	5	5	Yes, all personal materials are kept away from the harvest area.
06.08	Are all personnel required to undergo training on food security issues and are records kept?	Yes	5	5	Yes.
06.09	Are off premises transportation vehicles (trucks, trailers, rail cars, etc) equipped with cell phones, two way radio, GPS or other positioning systems?	Yes	3	3	Yes.

Audit Scoring Summary

	Inspection	Score	40
		Possible Points	40
		Percent Score	100%
	Employee Activities & Sanitary Facilities	Score	292
		Possible Points	292
		Percent Score	100%
	Harvest Practices	Score	120
		Possible Points	120
		Percent Score	100%
	Transportation and Tracking	Score	25
		Possible Points	45
		Percent Score	56%
	On Site Storage	Score	0
		Possible Points	0
		Percent Score	0%
	Total	Score	477
		Possible Points	497
		Percent Score	96%

Food Security Scoring Summary

	Food Security	Score	41
		Possible Points	41
		Percent Score	100%
	Total	Score	41

Possible Points	41
Percent Score	100%

Score System For Entire Audit

Percentage/Category
95–100% Superior
85–94% Excellent
73–84% Standard
61–72% Marginal
<60% Unsatisfactory