

Part 4

Training Guide for Workers: Pre-Harvest On-Farm Food Safety

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(This page is included to make sure the document will print correctly as a flipchart.)



Toilet Facilities



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Toilet Facilities

- Our toilet facilities are located: (INSERT LOCATIONS)
- Toilet(s) **must** be accessible to everyone on the farm [Section 112.129 (a)]
 - If we do not have portable toilets located near growing fields, then we will provide transportation to the toilets (Best Practice)
- Toilet(s) **must** be accessible to visitors on the farm [Section 112.33]
- No urinating or defecating (pooping) in the field [Section 112.53]

Notes:

- OSHA recommends toilet facilities be available within ¼ mile or a 5-minute drive of all workers every day
- OSHA recommends at least one toilet facility and one hand washing station for every 20 farm workers
- **Must** monitor and service all toilet facilities [Section 112.129(b)(2)]
- Field toilets will be located in areas separate from growing fields by a barrier of some type such as a field road, ditch, berm, hedgerow or shelter belt. Distance will avoid accidental spillage or flooding that may contaminate produce growing areas or other farm production facilities and water sources



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Toilet Facility Supplies



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Toilet Facility Supplies

Suggestions:

- Our farm's cleaning schedule is: (INSERT YOUR SCHEDULE)
- We keep cleaning and sanitizing records for: (INSERT YOUR INFORMATION)
[Show cleaning log]

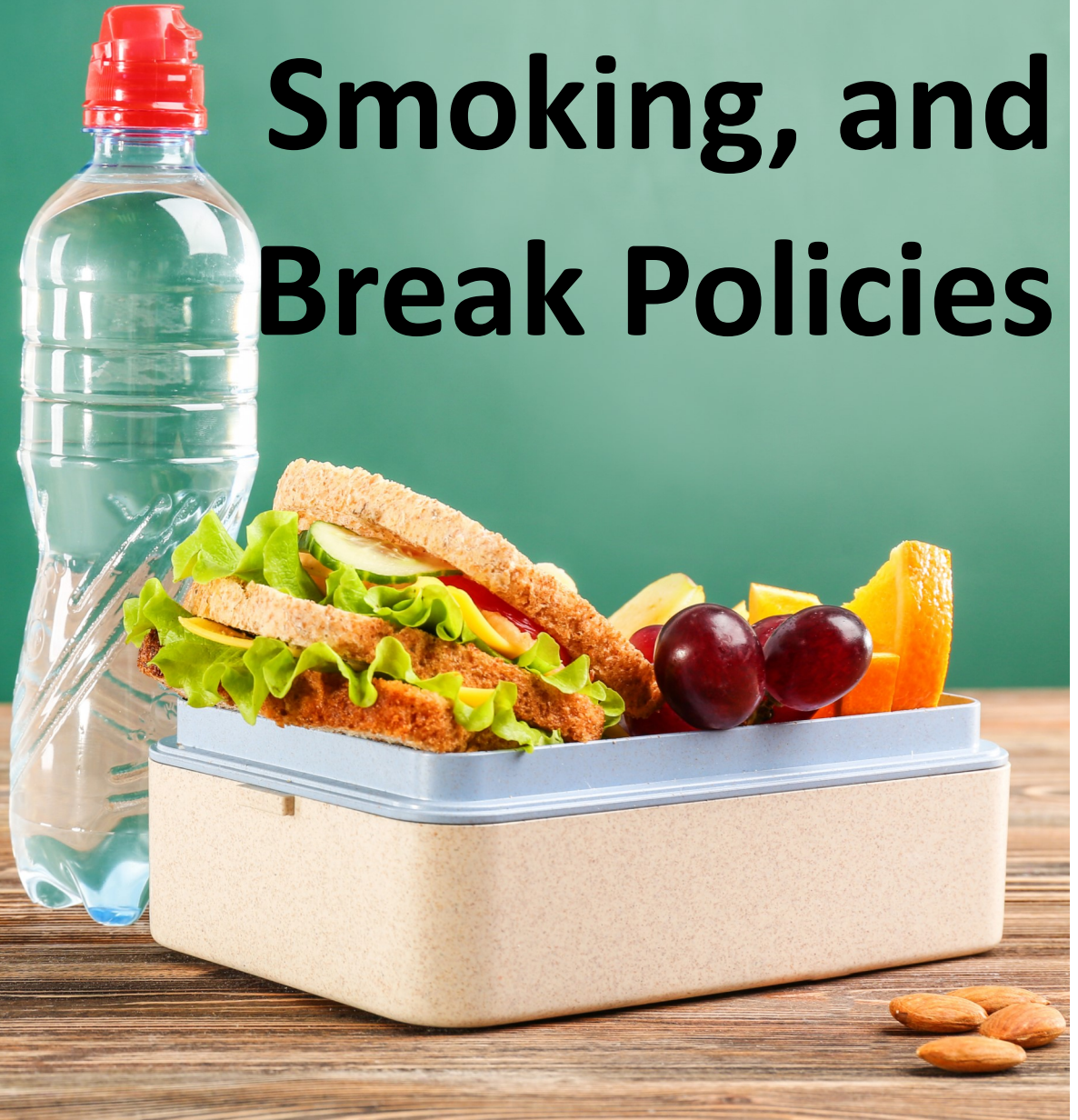
Notes [Section 112.129 through 112.130]:

- A hand washing station **must** be in close proximity to the toilet during growing activities that take place in a fully-enclosed building, and during covered harvesting, packing, or holding activities
- Hands **must** be washed after using the toilet
- Toilet facilities **must** have toilet paper
- ALL farm toilets **must** be cleaned regularly and fully supplied at all times



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Eating, Drinking, Smoking, and Break Policies



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Break Policy

- Our farm's policies are: [\(INSERT POLICIES\)](#)
- You **must** wash hands before returning to work from eating, chewing gum, or using tobacco [Section 112.32(b)]

Suggestions:

- You **must** not eat, chew gum, or use tobacco products in an area used for a covered activity [Section 112.32(b)(6)]
- Smoking is not allowed in the fields or packing/production areas when produce is being processed
- If you don't allow smoking on the farm property, be sure to explain your policies
- If need to smoke, you must go: [\(INSERT LOCATIONS\)](#)

Notes:

- We **must** provide an area that prevents contamination to covered activities from eating, tobacco use, and chewing gum [Section 112.32(b)(6)]
- Drinking water is permitted in designated areas away from covered activities [Section 112.32(b)(6)]



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Visitor Policies

VISITORS



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Visitor Policies For All Visitors

Visitors and volunteers are welcome on our farm, but they must be educated [Section 112.33(a)]

- Our farm's policies are: (INSERT POLICIES)
- Visitors **must** be made aware of toilet and hand-washing facilities that they can use [Section 112.33(b)]

Suggestions:

- Visitors **must** be aware of our policies and procedures to protect food and food contact surfaces. This includes our policy of only allowing service animals and prohibiting pets and where and what they are able to do on farm [Section 112.33]
- Visitors should wash hands before entering the covered activities areas
- All visitors should have clean clothes and boots to enter
- If visitors are ill, they will be restricted to non-produce and non-food areas that minimize any contact with food or food production areas
- Visitors should not bring any pets into any areas where produce activities occur. Service animals are the exception

Notes:

- Visitor log is a best practice
- Cross contamination from other farms is a concern. Does your farm have a policy on how long one should be off another farm?



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