

# This is a Grower Manual for Documentation for a USDA GAP audit Part 4

(Storage and  
Transportation  
Questions 4-1 to 4-21)

*Funding for this project was provided by the Northeast Center for Risk Management Education, the USDA Cooperative State Research, Education, and Extension Service, and University of Maine Cooperative Extension.*



**This farming operation has a written policy that storage facilities/areas are inspected and assured to be free of foreign material prior to loading with product and that records are maintained.<sup>4-4</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Storage facilities/areas identifier** \_\_\_\_\_

**Date inspected** \_\_\_\_\_

**Inspector signature** \_\_\_\_\_

**Storage facilities/areas identifier** \_\_\_\_\_

**Date inspected** \_\_\_\_\_

**Inspector signature** \_\_\_\_\_

**Storage facilities/areas identifier** \_\_\_\_\_

**Date inspected** \_\_\_\_\_

**Inspector signature** \_\_\_\_\_

**Storage facilities/areas identifier** \_\_\_\_\_

**Date inspected** \_\_\_\_\_

**Inspector signature** \_\_\_\_\_

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<sup>4-4</sup> Documentation for USDA GAP audit question 4-4

**This farming operation has a written policy that an organized pest control program has been established.<sup>4-9</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Pest control log:**

**Inspection date:** \_\_\_\_\_  
**Inspection report:** \_\_\_\_\_  
**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

**Inspection date:** \_\_\_\_\_  
**Inspection report:** \_\_\_\_\_  
**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

**Inspection date:** \_\_\_\_\_  
**Inspection report:** \_\_\_\_\_  
**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

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**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

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**Inspection report:** \_\_\_\_\_  
**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

**Inspection date:** \_\_\_\_\_  
**Inspection report:** \_\_\_\_\_  
**Steps taken (if any):** \_\_\_\_\_  
**Bait/trap identifier** \_\_\_\_\_

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<sup>4-9</sup> Documentation for USDA GAP audit question 4-9

**This farming operation has a written policy that an organized pest control program has been established.<sup>4-10</sup> This is included as part of the food safety and security program of this farming operation.**

**Service reports are available under documentation 4-9. The food safety and security program of this farming operation is attached under documentation G-1.**

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<sup>4-10</sup> Documentation for USDA GAP audit question 4-10

**Should ice (manufactured on site or not) or cold water be used for cooling, the source of the water will be potable.<sup>4-12</sup> This is included as part of the food safety and security program of this farming operation.**

**Water test reports are available under documentation G-3. The food safety and security program of this farming operation is attached under documentation G-1.**

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<sup>4-12</sup> Documentation for USDA GAP audit question 4-12

**Should ice (manufactured on site or not) be used for cooling in this farming operation, there is regularly scheduled cleaning and sanitizing of the ice production facility (if on site), ice storage facility and any ice handling or transportation equipment.<sup>4-13</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Cleaning and sanitizing schedule of the ice production facility (if on site), ice storage facility and any ice handling or transportation equipment:**

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<sup>4-13</sup> Documentation for USDA GAP audit question 4-13

**Should refrigeration systems be used to store produce, temperatures will be regularly checked and recorded in a log.<sup>4-16</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Refrigeration temperature log:**

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Refrigeration system identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

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<sup>4-16</sup> Documentation for USDA GAP audit question 4-16

**Should refrigeration systems be used to store produce, the thermometer(s) used to take the temperature will be regularly checked for accuracy and recorded in a log.<sup>4-17</sup> If this is not done by the computer monitoring system automatically, a log will be kept. This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Thermometer identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Thermometer identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Thermometer identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Thermometer identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

**Thermometer identifier:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Temperature:** \_\_\_\_\_

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<sup>4-17</sup> Documentation for USDA GAP audit question 4-17

**Trailers etc to be used for hauling the produce are to be in good physical condition, acceptably clean and odor free.<sup>4-18</sup> Trailers are to be inspected before loading any produce into them. Should a refrigeration unit be required on the trailer, it must be sufficient in size and properly working. This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

**Trailer Inspection Log:**

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

**Trailer identifier:** \_\_\_\_\_

**Inspection Date:** \_\_\_\_\_ **Inspection Time:** \_\_\_\_\_

<sup>4-18</sup> Documentation for USDA GAP audit question 4-18

**Produce is only to be shipped with like produce. Fertilizers, pesticides, meat poultry, fish or similar products will not be mixed in the trailer.<sup>4-19</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

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<sup>4-19</sup> Documentation for USDA GAP audit question 4-19

**Should a manifest indicate a temperature to maintain during transport, all efforts will be made to insure that that temperature is maintained.<sup>4-20</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

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<sup>4-20</sup> Documentation for USDA GAP audit question 4-20

**Produce will be loaded into the trailer with the utmost care to prevent damage and contamination. Should load shifting be an issue in the transport, all reasonable steps will be taken to prevent any shifting of the load during transit.<sup>4-21</sup> This is included as part of the food safety and security program of this farming operation.**

**The food safety and security program of this farming operation is attached under documentation G-1.**

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<sup>4-21</sup> Documentation for USDA GAP audit question 4-21