Worker Training Log

PSR REQUIRED **FSMA PSR REFERENCE §112.30** **FREQUENCY: AT LEAST ANNUALLY**

The Produce Safety Rule (PSR) requires that farms covered by the rule establish and keep records of training that document required training of personnel. Training records must include the date of training, topics covered, and the person(s) trained. Training should be conducted as needed but at least annually. Keep this record for at least 2 years.

Farm Name and Address:	**Date of Training:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	March 29, 2019

Name of Trainer:	**Time of Training:**
Johnny S. Wright	10:00 AM

Topics Covered in Training:

Worker health and hygiene, bathroom facilities, proper picking, use of sanitizers, harvest containers, proper and safe harvesting

Please attach any training materials used.

	Employee Name (print name)	**Employee Signature**
1.	Pam Wright	Pam Wright
2.	Sam Johnson	Sam Johnson
3.	Alejandro Hernandez	Alejandro Hernandez
4.	Abbie Peterson	Abbie Peterson
5.	Mark Brown	Mark Brown
6.		
7.		
8.		
9.		
10.		

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	March 29, 2019

EXAMPLE

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Worker Training Log

PSR REQUIRED **FSMA PSR REFERENCE §112.30** **FREQUENCY: AT LEAST ANNUALLY**

The Produce Safety Rule (PSR) requires that farms covered by the rule establish and keep records of training that document required training of personnel. Training records must include the date of training, topics covered, and the person(s) trained. Training should be conducted as needed but at least annually. Keep this record for at least 2 years.

Farm Name and Address:	**Date of Training:**

Name of Trainer:	**Time of Training:**
Topics Covered in Training:	

Please attach any training materials used.

	Employee Name (print name)	**Employee Signature**
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Reviewed by:	**Title:**	**Date:**

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Water Distribution System Inspection Log

PSR REQUIRED **FSMA PSR REFERENCE §112.50** **FREQUENCY: AT LEAST ANNUALLY**

The Produce Safety Rule (PSR) requires that farms covered by the rule inspect all agricultural water systems that are under the control of the farmer (including water sources, water distribution systems, facilities, and equipment), to identify conditions that are reasonably likely to introduce known or reasonably foreseeable hazards into or onto covered produce or food contact surfaces. See the Produce Safety Rule for full details on this inspection requirement. Keep this record 2 years past the date it was created. Farms will need to also consider the following:

- Nature of each water source (well, surface water, public water)
- Extent of control over each water source
- Protection of water sources used (barriers, well houses, etc.)
- Use of adjacent and nearby land (ex. animal operations, run off, etc.)
- Use of water prior to your farm (ex. do other growers use water source prior to your farm).

Farm Name and Address:	**Date of Inspection:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	April 25, 2019

Please refer to Subpart E of the Produce Safety Rule and your farm standard operating procedures for specifics on water distribution system inspections.

Date	Time	Water Distribution System and/or Water Source	Observation	Corrective Actions Taken (if required)	Initials
April 25, 2019	7:00 AM	Well 1, north field	Well casing in good shape, backflow prevention device in place, no broken pipes. Well water tested annually (record kept on farm).	None	JSW
April 25, 2019	9:00 AM	Pond, south field	Significant geese presence	Introduced swan decoys. Will monitor and test water.	JSW
April 25, 2019	9:30 AM	Pond, south field	Cattle field located downhill from south pond. No run off into the pond. Fence surrounds south field pond	Will monitor animal fencing.	JSW
April 25, 2019	11:00 AM	Pond, south field and well 1 north field	Pond used for produce drip irrigation (under plastic) and well for overhead irrigation are under control and accessible to supervisor	None	JSW
April 25, 2019	12:00 PM	Public Water	Obtained certificate of compliance from public water system. Public water used for harvest, cleaning and post-harvest activities	Will obtain certificate of compliance annually. Will ensure no cross connections from untreated water made to public water source.	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	March 29, 2019

EXAMPLE

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Water Distribution System Inspection Log

PSR REQUIRED **FSMA PSR REFERENCE §112.50** **FREQUENCY: AT LEAST ANNUALLY**

The Produce Safety Rule (PSR) requires that farms covered by the rule inspect all agricultural water systems that are under the control of the farmer (including water sources, water distribution systems, facilities, and equipment), to identify conditions that are reasonably likely to introduce known or reasonably foreseeable hazards into or onto covered produce or food contact surfaces. See the Produce Safety Rule for full details on this inspection requirement. Keep this record 2 years past the date it was created. Farms will need to also consider the following:

- Nature of each water source (well, surface water, public water)
- Extent of control over each water source
- Protection of water sources used (barriers, well houses, etc.)
- Use of adjacent and nearby land (ex. animal operations, run off, etc.)
- Use of water prior to your farm (ex. do other growers use water source prior to your farm).

Farm Name and Address:	**Date of Inspection:**

Please refer to Subpart E of the Produce Safety Rule and your farm standard operating procedures for specifics on water distribution system inspections.

Date	Time	Water Distribution System and/or Water Source	Observation	Corrective Actions Taken (if required)	Initials

Reviewed by:	**Title:**	**Date:**

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Cleaning and Sanitizing Log

PSR REQUIRED **FSMA PSR REFERENCE §112.140** **FREQUENCY: AS IS NECESSARY**

The Produce Safety Rule (PSR) requires farms covered by the rule clean and maintain all non-food contact surfaces of tools and equipment that are used for harvesting, packing, and holding of covered produce. Food contact surfaces of tools and equipment used for covered activities must be inspected, cleaned, and sanitized. Cleaning and sanitizing activities must be completed frequently as necessary to protect against contamination of covered produce. Keep record for 2 years.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	October 2019

Please refer to the farm's standard operating procedures for adequate cleaning and sanitizing practices.

Date	Time	Surface, Tools or Equipment	Cleaned (C) and/or Sanitized (S)	Methods Used	Initials
October 11, 2019	10:07 AM	Harvest tools	C	See Cleaning SOP (Removed dirt with brush, washed with detergent, rinsed, air dried)	PW
October 11, 2019	10:30 AM	Dump tank	C & S	See Dump Tank Cleaning & Sanitizing SOP (drained tank, washed w/ detergent, rinsed, sanitized w/ NaCl)	PW
October 11, 2019	11:00 AM	Harvest buckets	C	Removed dirt with brush, washed with detergent, rinsed, air dried in pack shed	PW
October 18, 2019	7:00 AM	Harvest tools	C & S	Harvest tools found on ground. Cleaned with brush and detergent. Rinsed, then sanitized with NaCl. Air dried.	AH
October 18, 2019	8:30 AM	Harvest buckets	C & S	Excessive flies found on buckets. Cleaned w/ brush and detergent. Rinsed, then sanitized with NaCL. Air dried.	AH
October 18, 2019	10:00 AM	Harvest buckets	C	Buckets dirty from harvest. Rinsed dirt, washed with detergent, and rinsed. SEE FARM SOP	AH
October 18, 2019	11:00 AM	Tomato line belt & brushes	C & S	Cleaned belt and brushes (food contact surface) with detergent and sanitized with NaCl	AH
October 18, 2019	11:15 AM	Tomato line sides & frame	C	Cleaned tomato line sides and top frame (non-food contact surface) with detergent.	AH
October 22, 2019	5:00 PM	Sorting table	C & S	Cleaned sorting table with detergent and sanitized with NaCL. Completed prior and after sorting activity	PW
October 25, 2019	8:00 AM	Box cart	C	Box cart used to transfer produce in boxes cleaned with detergent using a brush and rinsed.	MB
October 25, 2019	7:15 AM	Farmers market trailer	C	Trailer for transporting produce cleaned with detergent, rinsed and allowed to dry.	MB

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	March 29, 2019

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Cleaning and Sanitizing Log

PSR REQUIRED **FSMA PSR REFERENCE §112.140** **FREQUENCY: AS IS NECESSARY**

The Produce Safety Rule (PSR) requires farms covered by the rule clean and maintain all non-food contact surfaces of tools and equipment that are used for harvesting, packing, and holding of covered produce. Food contact surfaces of tools and equipment used for covered activities must be inspected, cleaned, and sanitized. Cleaning and sanitizing activities must be completed frequently as necessary to protect against contamination of covered produce. Keep record for 2 years.

Farm Name and Address:	**Month and Year:**

Please refer to the farm's standard operating procedures for adequate cleaning and sanitizing practices.

Date	Time	Surface, Tools or Equipment	Cleaned (C) and/or Sanitized (S)	Methods Used	Initials

Reviewed by:	**Title:**	**Date:**

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Qualified Exemption Review

PSR REQUIRED (IF APPLICABLE) | **FSMA PSR REFERENCE §112.7** | **FREQUENCY: ANNUAL**

Farms claiming a qualified exemption from the Produce Safety Rule (PSR) must complete and document an annual review of farm sales records to ensure they meet the criteria for a qualified exemption. The documentation of an annual review must be kept for two years. Records (such as receipts or other sales tracking records) for the three years prior to the applicable calendar year to support a qualified exemption must be kept.

Farm Name and Address:	**Date of Review:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	January 1, 2018

STEP 1: Review food sales for previous three years. Food sales include produce sales, feed for animals, sales of live food animals, and other human food.

Year 1 (Sales Year 2015): $ 30,000 total food sales

Year 2 (Sales Year 2016): $ 55,000 total food sales

Year 3 (Sales Year 2017): $ 42,000 total food sales

Previous 3-Year Average Food Sales: $ 42,333.33 (Part A)

Food Sales Threshold Adjusted for Inflation: $ 539,982 (Part B) – *see information at the bottom of the page* **

Are the farms 3-year average food sales (Part A) less than the Food Sales Threshold Adjusted for Inflation (Part B)?
If yes, continue to STEP 2. If no, your farm does not meet the criteria for a qualified exemption.

STEP 2: Review food sales that were sold to qualified end-users (QEU). QEU are consumers of the food (sales directly to customers at a farmers market, U-Pick, Roadside stand, On-Farm store, CSA, other direct customer sales, or sales of food sold to an food retail establishment (grocery store) or restaurant that is in the same state of the farm or within 275 miles of the farm)

	Sales to QEU		Sales to non-QEU	
Year 1 (Sales Year 2015):	$ 30,000		$	
Year 2 (Sales Year 2016):	$ 40,000		$ 15,000	
Year 3 (Sales Year 2017):	$ 42,000		$	
3-Year Average:	$ 37,3333	(Part C)	$ 5,000	(Part D)

Comment: Food sales from farmers market in 2015 & 2017. $15,000 of grain sold to a broker at a grain elevator in 2016

Is the 3-year average of sales to QEU (Part C) greater than the 3-year average of sales to non-QEU (Part D)?
If you answered yes in STEP 1 and STEP 2, your farm meets the requirements for a qualified exemption.

****Adjustments for inflation:** Visit FDA's website at https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm554484.htm to view the table for Inflation Adjusted Cut-Offs. You may also contact the Nebraska Department of Agriculture's Produce Safety Program at 402-471-2537.

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	January 1, 2018

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Qualified Exemption Review

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.7** **FREQUENCY: ANNUAL**

Farms claiming a qualified exemption from the Produce Safety Rule (PSR) must complete and document an annual review of farm sales records to ensure they meet the criteria for a qualified exemption. The documentation of an annual review must be kept for two years. Records (such as receipts or other sales tracking records) for the three years prior to the applicable calendar year to support a qualified exemption must be kept.

Farm Name and Address:	**Date of Review:**

STEP 1: Review food sales for previous three years. Food sales include produce sales, feed for animals, sales of live food animals, and other human food.

Year 1 (Sales Year _____): $ _____

Year 2 (Sales Year _____): $ _____

Year 3 (Sales Year _____): $ _____

Previous 3-Year Average Food Sales: $ _____ (Part A)

Food Sales Threshold Adjusted for Inflation: $ _____ (Part B) – *see information at the bottom of the page* **

Are the farms 3-year average food sales (Part A) less than the Food Sales Threshold Adjusted for Inflation (Part B)?
If yes, continue to STEP 2. If no, your farm does not meet the criteria for a qualified exemption.

STEP 2: Review food sales that were sold to qualified end-users (QEU). QEU are consumers of the food (sales directly to customers at a farmers market, U-Pick, Roadside stand, On-Farm store, CSA, other direct customer sales, or sales of food sold to an food retail establishment (grocery store) or restaurant that is in the same state of the farm or within 275 miles of the farm)

	Sales to QEU		Sales to non-QEU	
Year 1 (Sales Year _____):	$ _____		$ _____	
Year 2 (Sales Year _____):	$ _____		$ _____	
Year 3 (Sales Year _____):	$ _____		$ _____	
3-Year Average:	$ _____	(Part C)	$ _____	(Part D)

Comment: _____

Is the 3-year average of sales to QEU (Part C) greater than the 3-year average of sales to non-QEU (Part D)?
If you answered yes in STEP 1 and STEP 2, your farm meets the requirements for a qualified exemption.

****Adjustments for inflation:** Visit FDA's website at https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm554484.htm to view the table for Inflation Adjusted Cut-Offs. You may also contact the Nebraska Department of Agriculture's Produce Safety Program at 402-471-2537.

Reviewed by:	**Title:**	**Date:**

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Water Treatment Monitoring Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.50** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires farms that are covered by the rule document monitoring of any water treated in accordance to 112.43 of the Produce Safety Rule.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	October 2019

Please refer to Subpart E of the Produce Safety Rule and your farm standard operating procedures for specifics of adequate water treatment.

Date	Time	Water pH	Water Temperature	Turbidity	Sanitizer Used & Rate*	Corrective Actions	Initials
October 14, 2019	8:35 AM	8.5	65° F	25 NTU	NaOCl 75 ppm	pH was too high, added citric acid; retested – pH 7.0	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	October 30, 2019

SAMPLE

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Water Treatment Monitoring Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.05** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires farms that are covered by the rule document monitoring of any water treated in accordance to 112.43 of the Produce Safety Rule.

Farm Name and Address:	**Month and Year:**

Please refer to Subpart E of the Produce Safety Rule and your farm standard operating procedures for specifics of adequate water treatment.

Date	Time	Water pH	Water Temperature	Turbidity	Sanitizer Used & Rate*	Corrective Actions	Initials

Reviewed by:	**Title:**	**Date:**

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Compost Treatment Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.60** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires farms covered by the rule which produce treated biological soil amendments of animal origin document the process controls were met (for example, time, temperature, and turnings).

Farm Name and Address:	**Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	2019

Compost Method: Windrow

Compost Row Number/Area: Row 1

Compost Pile Start Date: August 15, 2019

Compost Pile Finish Date: August 30, 2019

Proper compost production requires a minimum temperature of 131ºF be maintained for 3 days using an enclosed system OR a temperature of at least 131ºF for 15 days using a windrow system, during which the materials must be turned 5 times (FSMA Produce Safety Rule. 2015. Rule 21 CFR part 112.54(b)).

Date Turned	Test Area 1 (Temp. + Time)	Test Area 2 (Temp. + Time)	Time Area 3 (Temp. + Time)	Time Area 4 (Temp. + Time)	Initials
August 18, 2019	132 F/ 10:00 AM	141 F/10:01 AM	140 F/ 10:03 AM	137 F/ 10:04 AM	JSW
August 23, 2019	134 F/ 5:27 PM	130 F/5:28 PM	138 F/ 5:29 PM	137 F/ 6:30 PM	JSW
August 28, 2019	136 F/ 6:10 PM	130 F/6:11 PM	138 F/ 6:12 PM	137 F/ 6:13 PM	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	August 30, 2019

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Compost Treatment Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.60** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires farms covered by the rule which produce treated biological soil amendments of animal origin document the process controls were met (for example, time, temperature, and turnings).

Farm Name and Address:	**Year:**

Compost Method: _____ Compost Row Number/Area: _____

Compost Pile Start Date: _____ Compost Pile Finish Date: _____

Proper compost production requires a minimum temperature of 131ºF be maintained for 3 days using an enclosed system OR a temperature of at least 131ºF for 15 days using a windrow system, during which the materials must be turned 5 times (FSMA Produce Safety Rule. 2015. Rule 21 CFR part 112.54(b)).

Date Turned	Test Area 1 (Temp. + Time)	Test Area 2 (Temp. + Time)	Test Area 3 (Temp. + Time)	Test Area 4 (Temp. + Time)	Initials

Reviewed by:	**Title:**	**Date:**

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Farm Disclosure Statement
(Produce Safety Rule Processing Exemption Documentation)

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.2** **FREQUENCY: WITH EACH APPLICABLE SHIPMENT**

For Produce Sold to Commercial Processors

ACCOMPANY DISCLOSURE WITH THE PRODUCE SHIPMENT

Dear Cornhusker Winery,
(Customer name)

The produce you purchased (listed below) from Eastern Nebraska Vineyard (farm name) on August 25, 2019 (date) was grown, harvested, or packed in conditions that may or may not comply with all the provisions of the Food Safety Modernization Act Produce Safety Rule. **This produce has not been processed to adequately reduce the presence of microorganisms of public health significance.** To protect public health and gain compliance with the
rule, this produce must be processed adequately to reduce the presence of microorganisms of public health significance prior to entering commerce.

Lot #	101	Description	Norton Grapes	Quantity	1 ton
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	
Lot #		Description		Quantity	

Please attach additional pages if more lots or descriptions are needed.

Sincerely,

Sue Black – Vineyard Owner
(Authorized farm representative name and title)

In accordance with 21 CFR §112.2 of the Food Safety Modernization Act (FSMA) Produce Safety Rule, produce farms seeking a commercial processing exemption for covered produce, must disclose in documents accompanying the produce, in accordance with the practice of the trade, that the food is **"not processed to adequately reduce the presence of microorganisms of public health significance".** This disclosure statement must be provided by the seller to the buyer and must be provided in documents accompanying the produce. Examples of such documents accompanying the produce may include labels, bills of lading, shipping documents, or other documents that will notify appropriate personnel. *(Please note that the farm [seller] must keep a record of all disclosures made. An appropriate record may include a ledger of all shipments with an example disclosure document or copies of the original shipping document containing the disclosure statement).*

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EXAMPLE

Farm Disclosure Statement

(Produce Safety Rule Processing Exemption Documentation)

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.2** **FREQUENCY: WITH EACH APPLICABLE SHIPMENT**

For Produce Sold to Commercial Processors

ACCOMPANY DISCLOSURE WITH THE PRODUCE SHIPMENT

Dear _____,
(Customer name)

The produce you purchased (listed below) from _____ (farm name) on _____ (date) was grown, harvested, or packed in conditions that may or may not comply with all the provisions of the Food Safety Modernization Act Produce Safety Rule. **This produce has not been processed to adequately reduce the presence of microorganisms of public health significance.** To protect public health and gain compliance with the
rule, this produce must be processed adequately to reduce the presence of microorganisms of public health significance prior to entering commerce.

Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____
Lot # _____	Description _____	Quantity _____

Please attach additional pages if more lots or descriptions are needed.

Sincerely,

_____
(Authorized farm representative name and title)

In accordance with 21 CFR §112.2 of the Food Safety Modernization Act (FSMA) Produce Safety Rule, produce farms seeking a commercial processing exemption for covered produce, must disclose in documents accompanying the produce, in accordance with the practice of the trade, that the food is **"not processed to adequately reduce the presence of microorganisms of public health significance".** This disclosure statement must be provided by the seller to the buyer and must be provided in documents accompanying the produce. Examples of such documents accompanying the produce may include labels, bills of lading, shipping documents, or other documents that will notify appropriate personnel. *(Please note that the farm [seller] must keep a record of all disclosures made. An appropriate record may include a ledger of all shipments with an example disclosure document or copies of the original shipping document containing the disclosure statement).*

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Buyer Written Assurance Statement
(Produce Safety Rule Processing Exemption Documentation)

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.2** **FREQUENCY: ANNUAL**

Written Assurance Statement from Buyer to Seller

BUYER WRITTEN ASSURANCE STATEMENT

Dear Sue Black (Customer name),

I certify that all produce intended for commercial processing purchased from Eastern Nebraska Vineyard (farm name) will be processed and/or handled in accordance to the requirements outlined in 21 Code of Federal Regulations 112.2 (b).

I certify that Cornhusker Winery (buyer business name) has established and is following procedures (listed below) that adequately reduce the presence of microorganisms of public health significance; or that the aforementioned produce will be sold to a subsequent entity in the distribution chain that has agreed in writing to process the produce to adequately reduce the presence of microorganisms of public health significance. Disclosures and annual written assurances that are required when selling the aforementioned produce to a subsequent entity in the distribution chain will be provided and obtained.

Procedure used to process produce: Fermentation

Sincerely,

Mike Douglas – Head Vintner
(Authorized representative name and title)

Sincerely,

Mike Douglas August 26, 2019
(Authorized representative signature and date)

In accordance with 21 Code of Federal Regulations §112.2 of the Food Safety Modernization Act (FSMA) Produce Safety Rule, produce farms seeking a commercial processing exemption for covered produce, must annually obtain a written assurance from the buyer that the produce was processed to adequately reduce the presences of microorganisms of public health significance or that the produce was sold to another entity in the distribution chain that certifies to adequately process the produce to adequately reduce the presence of microorganisms of public health significance. The written assurance must meet the requirements as specified in 21 Code of Federal Regulations §112.2 *(Please note that the farm must keep a record of all written assurances).*

EXAMPLE

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Buyer Written Assurance Statement
(Produce Safety Rule Processing Exemption Documentation)

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.2** **FREQUENCY: ANNUAL**

Written Assurance Statement from Buyer to Seller

BUYER WRITTEN ASSURANCE STATEMENT

Dear _____,
(Customer name)

I certify that all produce intended for commercial processing purchased from _____ (farm name) will be processed and/or handled in accordance to the requirements outlined in 21 Code of Federal Regulations 112.2 (b).

I certify that _____(buyer business name) has established and is following procedures (listed below) that adequately reduce the presence of microorganisms of public health significance; or that the aforementioned produce will be sold to a subsequent entity in the distribution chain that has agreed in writing to process the produce to adequately reduce the presence of microorganisms of public health significance. Disclosures and annual written assurances that are required when selling the aforementioned produce to a subsequent entity in the distribution chain will be provided and obtained.

Procedure used to process produce: _____

Sincerely,

_____
(Authorized representative name and title)

Sincerely,

_____
(Authorized representative signature and date)

In accordance with 21 Code of Federal Regulations §112.2 of the Food Safety Modernization Act (FSMA) Produce Safety Rule, produce farms seeking a commercial processing exemption for covered produce, must annually obtain a written assurance from the buyer that the produce was processed to adequately reduce the presences of microorganisms of public health significance or that the produce was sold to another entity in the distribution chain that certifies to adequately process the produce to adequately reduce the presence of microorganisms of public health significance. The written assurance must meet the requirements as specified in 21 Code of Federal Regulations §112.2 *(Please note that the farm must keep a record of all written assurances).*

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Agricultural Water Die-Off Corrective Measures Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.50** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule document actions taken in accordance to 112.45 of the PSR. Some agricultural water sources may contain generic E. coli due to environmental exposure. The PSR outlines corrective measure options to reduce the potential for contamination. Keep this record for 2 years.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	June 2019

Harvest Supervisor: _____

Water Source: _____ Water Testing Company: _____

Current Calculated GM: _____ CFU/100ml water

Current Calculated STV: _____ CFU/100ml water

Calculated Interval: _____ days (must be 4 days or less)

Adjusted GM (after interval): _____ CFU/100ml water

Adjusted STV (after interval): _____ CFU/100ml water

Field (Number, location, etc.)	**Crop**	**Beginning of Crop Harvest** (Date & Time)	**Last Water Application** (Date & Time)	**Time Interval between harvest & last Water application**	**Harvest Supervisor Initials**
South 40	Broccoli	6/15/2019, 9:00 AM	6/13/2019, 1:00 PM	2 days	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	June 30, 2019

SAMPLE

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Agricultural Water Die-Off Corrective Measures Log

PSR REQUIRED (IF APPLICABLE) **FSMA PSR REFERENCE §112.50** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule document actions taken in accordance to 112.45 of the PSR. Some agricultural water sources may contain generic E. coli due to environmental exposure. The PSR outlines corrective measure options to reduce the potential for contamination. Keep this record for 2 years.

Farm Name and Address:	**Month and Year:**

Harvest Supervisor: _____

Water Source: _____ Water Testing Company: _____

Current Calculated GM: _____ CFU/100ml water Current Calculated STV: _____ CFU/100ml water

Calculated Interval: _____ days (must be 4 days or less)

Adjusted GM (after interval): _____ CFU/100ml water Adjusted STV (after interval): _____ CFU/100ml water

Field (Number, location, etc.)	**Crop**	**Beginning of Crop Harvest** (Date & Time)	**Last Water Application** (Date & Time)	**Time Interval between harvest & last Water application**	**Harvest Supervisor Initials**

Reviewed by:	**Title:**	**Date:**

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Illness and Injury Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE §112.31** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that covered farms take measures to prevent contamination of covered produce and food contact surfaces with microorganisms of public health significance from any person with an applicable health condition (such as communicable illnesses that present a public health risk in the context of normal work duties, infection, open lesion, vomiting, or diarrhea).

Farm Name and Address:	**Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	2019

See the farm policy for information on addressing employee injuries and illness.

Date	**Name of Employee**	**Illness/Injury Reported**	**Action Taken** (Medical Treatment, Tools/product affected & corrective action)	**Did employee return to work?** (Y/N)	**Supervisor Initials**
July 20, 2019	Mark Jones	Cut leg while harvesting lettuce	Cleaned wound, applied antiseptic, applied a bandage and wrapped leg. Knife affected was cleaned and sanitized	Y	JSW
September 30, 2019	Pam Wright	Cut finger while opening box	Cleaned wound, applied antiseptic, applied bandage. Box knife cleaned and sanitized. Box properly disposed.	Y	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	October 30, 2019

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Illness and Injury Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE §112.31** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that covered farms take measures to prevent contamination of covered produce and food contact surfaces with microorganisms of public health significance from any person with an applicable health condition (such as communicable illnesses that present a public health risk in the context of normal work duties, infection, open lesion, vomiting, or diarrhea).

Farm Name and Address:	**Year:**

See the farm policy for information on addressing employee injuries and illness.

Date	**Name of Employee**	**Illness/Injury Reported**	**Action Taken** (Medical Treatment, Tools/product affected and corrective action)	**Did employee return to work?** (Y/N)	**Supervisor Initials**

Reviewed by:	**Title:**	**Date:**

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Restroom Monitoring & Cleaning Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE §112.129** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule have toilet facilities designed to prevent contamination of produce, be accessible for servicing, be serviced and cleaned at a frequency to ensure suitability of use. Toilet facilities must be supplied with toilet paper, must provide sanitary disposal of waste and toilet paper, and be located near an adequate handwashing station. Although not required by the Produce Safety Rule, farms should keep a record of when monitoring and cleaning of toilet facilities occur.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	April 2019

Date	Restroom # or Location	Checked	Cleaned	Serviced	Action Completed (ex. special maintenance required supplies filled)	Initials
April 2, 2019	Packing shed	X	X		Cleaned the inside and emptied trash	JSW
April 7, 2019	Portable toilet 1	X	X		Cleaned the inside and emptied trash; refilled handwashing tank	JSW
April 14, 2019	Packing shed			X	Plumber fixed leaking sink	JSW
April 25, 2019	Portable toilet 1	X	X		Cleaned the inside and emptied trash; refilled handwashing tank	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	April 29, 2019

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SAMPLE

Restroom Monitoring & Cleaning Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE §112.129** **FREQUENCY: AS NECESSARY**

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Farm Name and Address:	**Month and Year:**

Date	Restroom # or Location	Checked	Cleaned	Serviced	Actioned Completed (ex. special maintenance required, supplies filled)	Initials

Reviewed by:	Title:	Date:

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Rodent & Pest Monitoring Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE §112.128** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule take measures reasonably necessary to protect covered produce, food contact surfaces, and food-packing materials from contamination by pests in buildings, including routine monitoring for pests as necessary.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	September 2019

Date	Company used* or self	Type of Pest	Type of Control**	Location	Action Taken	Initials
September 17, 2019	Self	Mice	Sticky trap	Storage area, packinghouse	Traps checked. One trap in storage area full, disposed of in dumpster.	JSW
September 28, 2019	Self	Mice	Poison	Outside storage area	Poison refilled	JSW
October 24, 2019	Self	Mice	Sticky trap	Storage area, packinghouse	Traps checked. One trap in storage area full, disposed of in dumpster.	JSW
November 1, 2019	Self	Mice	Sticky trap	Storage area, packinghouse	Traps checked. One trap in storage area full, disposed of in dumpster.	JSW

***If using a company for service, please attach report or receipt of service for all visits.**
**** List type of control methods used (i.e. exclusion, traps, poison, repellants).**

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	November 29, 2019

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Rodent & Pest Monitoring Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE §112.128** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule take measures reasonably necessary to protect covered produce, food contact surfaces, and food-packing materials from contamination by pests in buildings, including routine monitoring for pests as necessary.

Farm Name and Address:	**Month and Year:**

Date	Company used* or self	Type of Pest	Type of Control**	Location	Action Taken	Initials

***If using a company for service, please attach report or receipt of service for all visits.**
****** List type of control methods used (i.e. exclusion, traps, poison, repellants).**

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Soil Amendment Application Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE SUBPART F** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) allows farmers to use biological soil amendments of animal origin (BSAAO) for growing produce. Examples of BSAAO include treated compost, raw manure, aged manure, bone meal, etc. Section 112.56 of the PSR outlines certain interval and application requirements to reduce the risk of produce contamination.

Farm Name and Address:	**Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	2019

This form should be used to record soil amendments applied to fields on your farm.

Application Date	Crop	Location	Quantity Applied	Amendment Type	Application Method	Planting Date	First Harvest Date	Initials
March 24, 2019	Tomatoes	Rows 1-4	1.5 tons/acre	Composted manure	Broadcast	May 15, 2019	July 1, 2019	JSW
March 24, 2019	Tomatoes	Rows 1-4	1.5 tons/acre	Aged manure	Broadcast	May 15, 2019	July 1, 2019	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	November 29, 2019

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SAMPLE

Soil Amendment Application Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE SUBPART F** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) allows farmers to use biological soil amendments of animal origin (BSAAO) for growing produce. Examples of BSAAO include treated compost, raw manure, aged manure, bone meal, etc. Section 112.56 of the PSR outlines certain interval and application requirements to reduce the risk of produce contamination.

Farm Name and Address:	**Year:**

This form should be used to record soil amendments applied to fields on your farm.

Application Date	Crop	Location	Quantity Applied	Amendment Type	Application Method	Planting Date	First Harvest Date	Initials

Reviewed by:	**Title:**	**Date:**

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Visitor Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE §112.33** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that covered farms make visitors aware of farm policies and procedures to protect covered produce and food contact surfaces from contamination. Farms covered by the rule must take steps reasonably necessary to ensure that visitors comply with farm policies.

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	July and August 2019

See the farm policy for information on food safety procedures for visitors.

Date	Enter Time	Exit Time	Name & Organization	Purpose of Visit	Reviewed Visitor Policy (Y/N)?	Host (Initials)
July 15, 2019	8:30 AM	9:45 AM	Melissa Johnson, Produce Buyers of SE NE	Looking for new tomato supplier	Y	JSW
August 2, 2019	2:00 PM	3:00 PM	Rachel Smith, neighbor	Picking cull tomatoes	Y	JSW
August 15, 2019	11:00 AM	11:30 AM	Nick Smith, El Jimador	Picking up weekly tomato supply	Y	JSW
August 20, 2019	9:30 AM	10:00 AM	Nick Smith, El Jimador	Picking up weekly tomato supply	Y	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	August 30, 2019

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Visitor Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE §112.33** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that covered farms make visitors aware of farm policies and procedures to protect covered produce and food contact surfaces from contamination. Farms covered by the rule must take steps reasonably necessary to ensure that visitors comply with farm policies.

Farm Name and Address:	**Month and Year:**

See the farm policy for information on food safety procedures for visitors.

Date	Enter Time	Exit Time	Name & Organization	Purpose of Visit	Reviewed Visitor Policy (Y/N)?	Host (Initials)

Reviewed by: **Title:** **Date:**

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Wildlife & Domestic Animal Monitoring Log

PSR OPTIONAL RECORD | **FSMA PSR REFERENCE §112.81** | **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule assess areas where covered activities (such as packing, harvesting, and holding) occur for evidence of potential contamination of covered produce (from working animals, wildlife, and domesticated animals).

Farm Name and Address:	**Month and Year:**
ABC Produce 1234 Main Street, Lincoln, NE 68509	June 2019

Date	Field or Location	Activity or Intrusion Observed?	Corrective Action Taken	Date of Corrective Action	Initials
June 2, 2019	West Field (Field #2 planted to tomatoes)	Y, a few deer tracks through field.	None. Determined the tracks were few, no fecal material present, and tracks crossed over road to cornfield. Will monitor weekly.	June 2, 2019	JSW
June 17, 2019	West Field (Field #2 planted to tomatoes)	Y, some leaves nibbled	Marked plants and created 3 ft. buffer zone around.	June 17, 2019	JSW

Reviewed by:	**Title:**	**Date:**
Johnny S. Wright	Owner/Supervisor	June 30, 2019

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Wildlife & Domestic Animal Monitoring Log

PSR OPTIONAL RECORD **FSMA PSR REFERENCE §112.81** **FREQUENCY: AS NECESSARY**

The Produce Safety Rule (PSR) requires that farms covered by the rule assess areas where covered activities (such as packing, harvesting, and holding) occur for evidence of potential contamination of covered produce (from working animals, wildlife, and domesticated animals).

Farm Name and Address:	**Month and Year:**

Date	Field or Location	Activity or Intrusion Observed?	Corrective Action Taken	Date of Corrective Action	Initials

Reviewed by:	**Title:**	**Date:**

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