

17 CAPS Requirements – In Brief

2, 4	Land Use and Risk Reduction	Plan and Map
	<ul style="list-style-type: none">• If identified, farm must describe a reasonable risk mitigation strategy for any land-based risks (e.g. flooding, historic contamination, livestock)• A Legible Farm Map must show location of and labels/key to relevant structures (e.g. restrooms, first aid, cold storage, stated land-based risks)	
3	Container Management and Risk Reduction	Photos, Description, Plan
	<ul style="list-style-type: none">• Farms must list and show photos of all major crop containers, and describe their management, including methods to reduce risk of crop contamination (e.g. dedicated containers for harvest, a cleaning method and frequency, protected storage)	
5	Manure and Compost	Description and Records
	<ul style="list-style-type: none">• Farm must state whether or not they use raw manure, and if yes, describe and keep a RECORD to verify that manure has gone through an accepted risk mitigation method before contacting harvestable produce (e.g. 90/120 day waiting period for spread manure, 3 or more turnings and over 131 F temp for static-pile compost production)	
6	Irrigation and Risk Reduction	Description and Plan
	<ul style="list-style-type: none">• If farms irrigate, they must describe their system, including a reasonable plan to reduce risk of crop contamination (e.g. drip or other lower risk irrigation, harvest waiting period after overhead irrigation, water testing schedule and results showing low E. coli levels in source-water)	
7	Wash and Pack Facility and Cleaning Plan	Description and Plan
	<ul style="list-style-type: none">• If relevant, farm must describe HOW and WHEN they execute a routine cleaning plan to lower the contamination risk in their wash pack facility (e.g. sweeping, tidying, wiping or spraying down surfaces,) and how and when they clean more deeply (e.g. scrubbing with soap and water, sanitizing, power spraying) (seasonally, annually? Randomly as needed?).	
8	Wash-Line Photos and SOP	Description, Photos, SOP
	<ul style="list-style-type: none">• If Farms wash a raw eaten product (e.g. leafy greens) they must describe the procedure in concrete steps, and show photos of their set up. Risk mitigation procedure for dunk tanks must include, at a minimum, two or more successive rinses, and/ or the use of an appropriate wash water sanitizer at an effective concentration.	
9	Rodent Management Plan	Description and Plan
	<ul style="list-style-type: none">• Farms must describe any rodent issues and tactics they use to minimize damage and contamination from Rodents (e.g. emptying trash/compost, general exclusion, regular cleaning, mowing around building) (e.g. traps and, or poison with location description, exterminator, specific storage container exclusion).	
10	Water Test Record	Record

- If a farm washes produce, they must annually test that water source with a reputable lab, upload the test record showing 0 E.coli in the 100 ml sample.

11	Cold Storage Cleaning and Management	Description, Plan, Photos
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- If farms have/need cold storage, they must describe and show photos of their unit(s), their working thermometer(s), as well as describe a cleaning and inventory management plan to minimize contamination risk (e.g. regular tidying or sweeping, seasonal deep cleaning) (e.g. Harvest to order, harvest dates on containers, first in-first out.). Can be “N/A” for “no cold storage” above.

12	Wholesale Shipping and traceability	Photo
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- If a farm sells wholesale, they must use and show photos of a shipping labels on case units that contain Farm name and physical address (or other direct contact information

13	Product Transport Cold Chain	Description and Plan
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- Farms must have a plan/practice to keep perishable product cool during post-harvest transit (e.g. cool morning harvest, **Short transport time** during warmer weather (<2 hours), **Large transport mass** of pre-cooled product, Delivery vehicle **refrigeration and/or insulation**

15	Accessible Toilet Facilities	Description
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- All farm worker must have “easy access” to toilet facilities (i.e. permanent OR portable toilet, with running water, soap and single-use towels for hand washing). “**Easy access**” means at most, a ¼ mile walk or a 5-minute drive at all times for all farm workers—this should be shown on you farm map included in this plan.

14, 16	Health and Hygiene Policy and Training Verification	List and verbal verification
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- All farms must have Health and Hygiene Policy. If any employees work on the farm, each must receive training and sign that they have been trained on this basic policy. Policy must, at a minimum
 - **Mandate regular and effective hand washing**, after breaks and before returning to work, or as needed.
 - **describe** what farm workers do if they are sick or injured.
 - state, at a minimum, that **sick workers who are seem contagious** (with fever, diarrhea, vomiting, uncontrollable cough), **refrain from directly washing or handling raw-eaten produce.**
 - state, at a minimum, that **worker’s cuts are promptly treated** and covered with bandage and glove to stop bleeding, promote healing, and prevent blood from contaminating produce.

17	Accessible First Aid Kits	Locate on map
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- All farmworkers must have easy access to stocked first aid kits with cut care materials (must be at least as accessible as the toilet facility—ideally more).