South Carolina Farm Auditing Program

Good Agricultural Practices and Good Handling Practices Audit Verification Program

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History of GAP/GHP Audits

- Wholesalers want assurance
- Shippers and Growers approach USDA to develop an audit system
- Result: GAP/GHP Audit system was developed by USDA and FDA
Audits

• Six components
• Plus a general questions section that must be passed first in order to move on to one or all of the six components
• Must score a minimum of 80 to pass
Six Components

- Part 1: Farm Review
- Part 2: Field Harvesting & Field Packing
- Part 3: House Packing
- Part 4: Storage and Transportation
- Part 5: Wholesale Distribution/Terminal Warehouse
- Part 6: Preventative Food Security Procedures

**Traceback questions have been incorporated into each component.**
## Audit Components

### General Questions

**Implementation of a Food Safety Program**

<table>
<thead>
<tr>
<th>Questions</th>
<th>Points</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
<th>Doc</th>
</tr>
</thead>
<tbody>
<tr>
<td>P-1 A documented food safety program that incorporates GAP and/or GHP has been implemented.</td>
<td></td>
<td></td>
<td></td>
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<td>D</td>
</tr>
<tr>
<td>P-2 The operation has designated someone to implement and oversee an established food safety program. Name</td>
<td></td>
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<td>D</td>
</tr>
</tbody>
</table>

### Traceability

<table>
<thead>
<tr>
<th>Questions</th>
<th>Points</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
<th>Doc</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-1 A documented traceability program has been established.</td>
<td>15</td>
<td></td>
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<td>D</td>
</tr>
<tr>
<td>G-2 The operation has performed a “mock recall” that was proven to be effective.</td>
<td>10</td>
<td></td>
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</tr>
</tbody>
</table>

### Worker Health & Hygiene

<table>
<thead>
<tr>
<th>Questions</th>
<th>Points</th>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
<th>Doc</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-3 Potable water is available to all workers.</td>
<td>10</td>
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<tr>
<td>G-4 All employees and all visitors to the location are required to follow proper sanitation and hygiene practices.</td>
<td>10</td>
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<tr>
<td>G-5 Training on proper sanitation and hygiene practices is provided to all staff.</td>
<td>15</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>G-6 Employees and visitors are following good hygiene/sanitation practices.</td>
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<tr>
<td>G-7 Employees are washing their hands before beginning or returning to work.</td>
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</tr>
<tr>
<td>G-8 Readily understandable signs are posted to instruct employees to wash their hands before beginning or returning to work.</td>
<td>10</td>
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</tr>
<tr>
<td>G-9 All toilet/restroom/field sanitation facilities are clean. They are properly supplied with single use towels, toilet paper, and hand soap or antibacterial soap and potable water for hand washing.</td>
<td>15</td>
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</tr>
</tbody>
</table>
Quality Manual

- Brief history of operation
- List of employees and duties
- Map of location of operation
- GPS coordinates (if available)
- GAP/GHP training certificates (if available)
- Product floor plan (for packing house)
- Farm maps (where products are located)
- Required procedures and samples of charts
Additional Requirements

- Signs must be in English and Spanish
- Good hygiene practices
- Water test reports
- Pest control
- Temperature logs
- Cleaning logs
General Questions

• Mandatory component of all audits
• Covers employee & visitor hygiene practices
• Training of employees
• Sanitation of farm/facility
• Traceability
Part 1 – Farm Review

- Water
- Manure
- Animal/Wildlife
- Land Use
Part 2 – Field Harvest and Field Packing

• Field Sanitation
• Field Harvesting and Transportation
Part 3 – House Packing Facility

- Water use
- Packing Line Operation
- General Sanitation
Part 4 – Storage and Transportation

- Containers and Pallets
- Pest Control
- Temperature Control
- Transportation/Loading
Part 6 – Wholesale Distribution Center/Terminal Warehouses
Traceback

• Formerly Part 5 & 6A
• Traceback was incorporated into the General Questions Section effective November 2009

- Track produce containers from the farm, to the packer, distributor, and retailer
- Should indicate date of harvest, farm identification, and who handled the produce
Part 7 – Preventive Food Defense Procedures

• Based on FDA’s “Food Producers, Processors, and Transporters: Food Security Preventive Measures Guidance for Industry”

• Audit-based
  - Included as part of GAP & GHP audit; or Food Defense section only
Where to find GAP/GHP Audit Info

- USDA website
  [www.ams.usda.gov/gapghp](http://www.ams.usda.gov/gapghp)

- SCDA website
  [www.agriculture.sc.gov](http://www.agriculture.sc.gov)
Website

http://www.ams.usda.gov/gapghp

- Program information
- Current audit checklist and score sheet
- Specific audit specifications
Automatic Failure

• Immediate food safety risk
• Presence of rodents, pets, etc.
• Employee practices that might jeopardize the safety of produce
• Falsification of records
• No Quality Manual (Question G-1)
• No one designated to oversee an established food safety program (Question G-2)
Requesting an Audit

- Call for a “Request Form”
- Must consent to an unannounced visit
- Send copy of Quality Manual prior to on-site visit
Program Requirements

• Unannounced verification visit.
  – One announced yearly audit as close to beginning of season as practical.
  – At least one unannounced verification visit performed sometime during the remainder of 12 month cycle.
Fees

- $92 per hour
- $50 administrative fee (each time)
- Billing starts when inspector leaves office until inspector returns to office
- Grants available for first time producers
- Travel time can be shared between multiple producers in same area
Where to find GAP/GHP Audit Info

• USDA website
  www.ams.usda.gov/gapghp

• SCDA website
  www.agriculture.sc.gov
Contact Information

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