



# California Urban Agriculture Food Safety Guide:

## Laws and Standard Operating Procedures for Farming Safely in the City

Produced by UC Berkeley, UC Cooperative Extension, and  
the Sustainable Economies Law Center

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## SECTION I. FOOD SAFETY CONSIDERATIONS FOR URBAN AGRICULTURE

### INTRODUCTION

Urban agriculture is proliferating across the the state of California on both public and private lands, taking the form of school, community, church, and backyard farms and gardens, vertical and rooftop farms, for profit and nonprofit farms, as well as a whole suite of indoor and outdoor greenhouse growing. According to recent UC Cooperative Extension efforts to map regional food growing sites, there are approximately 160 East and South San Francisco Bay Area urban and community farms and gardens. These urban farms are transforming the landscape of food production, helping to address urban food insecurity, creating opportunities for micro-enterprise development, and educating our youth and the public about the value of growing and eating healthy foods.

The value of urban farming is indisputable, as studies provide mounting evidence of the myriad social, economic, ecological, recreational, therapeutic, and nutritional benefits of urban agriculture.<sup>1</sup> Urban farmers grow a wide variety of fruit, vegetables, herbs, chickens (for both eggs and meat), and small livestock. Some are growing for home consumption, others are processing, sharing, selling, or exchanging their urban-produced foods through both formal and informal arrangements. Regardless of the nature or scale of operation, it is important that everyone involved in the production and exchange of urban-produced foods follows general food safety guidelines to ensure the health and safety of their family, their workers, and others who may consume the foods they produce. Following food safety guidelines not only helps minimize the risk of contamination and illness, it helps to protect the reputation of urban farms, and ensures compliance with California laws.

The purpose of this guide is to provide urban food producers in California with an overview of food safety laws and regulations that may impact their operations, as well as guidelines for best practices, or Good Agricultural Practices (GAPs), that can help minimize the risk of contamination in the production and exchange of urban-produced foods. This guide will cover best practices for

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<sup>1</sup> Santo, R., A. Palmer, and B. Kim 2016. A Review of the Benefits and Limitations of Urban Agriculture. Johns Hopkins Center for a Livable Future.

fresh produce safety, urban soils safety, as well as food safety in the context of small animal husbandry (poultry and small livestock) in the urban environment.

### NEW OPPORTUNITIES FOR URBAN AGRICULTURE IN CALIFORNIA

This is an exciting time with expanding opportunities for urban farmers in California. The California Legislature recently passed several laws creating incentives and opportunities for increased production and exchange of urban-produced foods. In 2012, the California Legislature passed the *California Homemade Food Act* (AB 1616) commonly known as the “Cottage Food Law” which allows for small-scale commercial food processing in a home kitchen so long as foods produced for sale are “not potentially hazardous” which includes low risk food products such as breads, pies, tortillas, jams, and numerous dried goods including dried fruits, dried vegetables, and other dried foods like herbs, spices, teas, etc. In 2013, the California Legislature passed the *Urban Agriculture Incentive Zones Act* (AB 551) to allow city and county governments to choose to create tax incentives for urban land dedicated to urban agriculture for five or more years. The law was renewed in 2017 (now renamed AB 465). Several local governments have used this law to create tax incentives for urban agriculture so there are now opportunities for reduced property tax bills available to property owners in San Francisco, Sacramento City and County, Santa Clara County, and the Cities of San Jose, Los Angeles, San Diego, and Long Beach. Additional local governments are considering adopting tax incentives under this law.

In 2014 and 2015, the Legislature passed a series of bills (AB 1990 and AB 234 respectively) that set clear, statewide legal standards for *food safety for urban farms*, community gardens, school gardens, culinary gardens, backyard gardeners, and gleaners who sell or donate food to the public. Previously, there was confusion around what food safety laws applied to such farms and gardens, if any, which caused uncertainty around whether produce grown at these farms and gardens was eligible to be sold to cottage food operations, stores, and restaurants. As a result of AB 1990, these types of very small-scale California farmers are now legally called “community food producers,” do not need to register with a regulatory agency in most cases, and must follow the statewide Small Farm Food Safety Guidelines, which will be discussed extensively in Sections II and III of this guide.

In 2016, the Legislature passed the Seed Exchange Democracy Act (AB 1810) to exempt casual seed swaps from costly regulations designed for large industrial seed producers, so small-scale

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farmers and gardeners can now freely give away and trade seeds. The legality of seed libraries was clearly established by the law, which perhaps played a part in the spread of seed libraries across many parts of California. Just last year (2017), the Farmer Equity Act (AB 1348) was signed into law, directing the California Department of Food and Agriculture (CDFA) to take additional steps to make sure that its resources, policies, and programs are more inclusive of “socially disadvantaged farmers” including farmers of color, Native American farmers, and urban farmers.

These new laws have created opportunities for urban food producers to expand and to distribute food in a greater variety of ways legally, provided that the restrictions and requirements of these laws are followed, paving the way for even more availability of local produce.

Additionally, over the past decade, many city governments in California have revised local zoning laws to legalize and recognize urban agriculture in residential and other zones. Among the trailblazers in recent efforts to promote urban agriculture in local land use laws are the cities of San Francisco, San Diego, Hayward, and Sacramento. Many other cities have since followed with progressive urban agriculture zoning laws.

### WHAT IS FOOD SAFETY AND WHY IS IT IMPORTANT?

About 48 million people (1 in 6 Americans) get sick each year, 128,000 are hospitalized, and 3,000 die from foodborne diseases.<sup>2</sup> *Salmonella*, *E. coli* O157:H7 and *Campylobacter* are major causes of foodborne diseases in the United States. While most foodborne illnesses are caused by biological pathogens (such as viruses, or bacteria), chemical contaminants found in some urban soils, can also cause illness.

To minimize the risk of biological or chemical contamination, it is important to identify the potential sources or pathways of on-farm contamination, and then develop steps or strategies to minimize the risk of contamination in production, harvesting, processing, storage, and distribution. Consumers should always take precautionary measures and wash any produce before consuming it, regardless of its origin. However, this guide focuses on minimizing the risk of contamination at the urban farm-level.

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<sup>2</sup> Center for Disease Control and Prevention, 2016a. Annual Report to the Secretary, Department of Health and Human Services. Accessed on November 28, 2017. [www.cdc.gov/oid/docs/BSC\\_OID\\_FSMA\\_Surv\\_WG\\_2016\\_Annual\\_Report.pdf](http://www.cdc.gov/oid/docs/BSC_OID_FSMA_Surv_WG_2016_Annual_Report.pdf)

Urban farms are somewhat unique with respect to potential risks of contamination. In some cases, urban farming may pose a *lower* risk of contamination. For example, there may be a lower risk of microbial contamination from water, as most urban farms rely on municipal water as a primary source of irrigation, which is required to meet state or federal drinking water standards. In other cases, there may be an elevated risk. For example, urban soils may have a higher risk of containing pollutants. There may also be elevated risk of pathogen exposure associated with raising chickens and livestock in urban environments. For example, human salmonella outbreaks linked to contact with live poultry have increased in recent years as more people keep backyard flocks.<sup>3</sup> It is important to understand the risk of exposure to pathogens carried by poultry or livestock, particularly in dense urban spaces where animals are often raised in close proximity to humans and vegetable crops. Because of the diversity of urban agriculture activities (backyard, educational, farm to school or foodbank) vulnerable populations such as the young and elderly may be at higher risk of illness through exposure.

Each farm has its own unique land use history, participant demographic, type of production, and associated risks. As such, it is important to assess and develop a food safety program that best fits your own operation.

In 2016, the California Department of Food and Agriculture (CDFA) issued a set of food safety guidelines for small farms, that all farmers are expected to follow. This guide draws on best practices outlined in the CDFA foods safety guidelines, tailored to farming in an urban environment. Additional materials are included regarding food safety guidelines for safe soils, safe chicken and livestock raising, and egg handling. In addition to helping identify potential sources of contamination on the farm, this guide provides detailed information, templates, and resources for developing customized food safety policies and a set of standard operating procedures (SOPs) to minimize the risks of contamination identified for your operation. It also provides guidelines for worker and volunteer training, as well as a set of record keeping sheets to assist with tracking and monitoring your food safety program.

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<sup>3</sup> Center for Disease Control and Prevention, 2016b. Eight Multistate Outbreaks of Human *Salmonella* Infections Linked to Live Poultry in Backyard Flocks (Final Update). Accessed on November 28, 2017. <https://www.cdc.gov/salmonella/live-poultry-05-16/>

## SECTION II. FOOD SAFETY LAWS FOR URBAN AGRICULTURE

### ARE URBAN FARMS SUBJECT TO THE FOOD SAFETY MODERNIZATION ACT?

#### **About the Food Safety Modernization Act**

The Food Safety Modernization Act (FSMA) was passed by the US Congress in 2011. The law has received a great deal of attention from the press, farmers, food safety advocates, organizations that support small-scale farmers, and others because it represents landmark changes in federal law pertaining to food safety, especially for growers, packers, and distributors of fresh fruits, vegetables, nuts, and herbs. However, many very small farms, such as community gardens and urban farms, are exempt from certain components of FSMA, or are entirely exempt. Below are explanations of exemptions that are likely to apply to many of these farms and gardens. This guidebook will not cover all the requirements for farms that must fully comply with FSMA, as there are other guides and trainings about how to comply fully with FSMA. These include guidance offered by the Food and Drug Administration (FDA), the agency which implements FSMA, as well as nongovernmental organizations listed in the Resources section at the end of this guide.

FSMA contains two main parts: the Produce Safety Rule and the Preventive Controls Rule. The Produce Safety Rule is more directly relevant to farms because it regulates the growing, harvesting, and packing of produce. The Preventive Controls Rule is generally designed for food manufacturing and for facilities that pack and hold produce; farms are expressly exempt from this rule (21 CFR §117.5(k)(1)). As far as FSMA is concerned, a farm is in “one general (but not necessarily contiguous) physical location devoted to the growing of crops, the harvesting of crops, the raising of animals (including seafood), or any combination of these activities” and it may include space devoted to packing or holding agricultural products, among other related activities (21 CFR §1.227).

## Exemptions from FSMA Produce Rule

**Produce that is Produced by an Individual for Personal Consumption** or produced for consumption on the farm of origin or another farm under the same management is exempt ((CFR Title 21 §112.2(a)(2)).

**Produce that is Rarely Consumed Raw:** FDA has developed a list of produce that is rarely consumed raw, which is entirely exempt from FSMA's produce rule, so a farm that produces only the following produce is entirely exempt (CFR Title 21 §112.2(a)(1)).

- asparagus
- beans (black, great northern, kidney, lima, navy, pinto)
- beets, garden (roots and tops)
- beets, sugar
- cashews
- cherries, sour
- chickpeas
- cocoa beans
- coffee beans
- collards
- corn, sweet
- cranberries
- dates
- dill (seeds and weed)
- eggplants
- figs
- ginger
- hazelnuts
- horseradish
- lentils
- okra
- peanuts
- pecans
- peppermint
- potatoes
- pumpkins
- squash, winter
- sweet potatoes
- water chestnuts

**Farms with \$25,000 or Less Annual Sales of Produce** averaged over the past 3 years, adjusted for inflation using 2011 as the baseline year for calculating the adjustment, are exempt. This means that a farm could have greater than \$25,000 in sales of produce one year, but if the 3-year average of produce sales from that farm average no more than \$25,000 adjusted for inflation, then the farm is exempt (CFR Title 21 §112.4). Because this rule adjusts the dollar amount limit based on inflation, in 2016 the exemption was for up to \$26,956 and FDA provides useful tables showing inflation-adjusted figures at

<https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm554484.htm>.

**“Qualified Exempt” Farms with \$500,000 or Less Annual Sales of Produce, with a majority of sales to “Qualified end-users”\*** (such as end consumers, restaurants, grocery stores, and other retail food establishments) are eligible for a “qualified exemption,” meaning the farm is exempt from some, but not all, FSMA requirements (CFR Title 21 §112.5, also see §112.6 and §112.7). The

requirements for farmers using the “qualified exemption” include basic record keeping requirements and labeling requirements, described in more detail below.

**\*Qualified end-user** means the consumer of the food (where the term consumer does not include a business); or a restaurant or retail food establishment (where a retail food establishment is any enterprise that sells food primarily to end consumers (CFR Title 21 §1.227)) that is located:

- (1) In the same State or the same Indian reservation as the farm that produced the food; or
- (2) Not more than 275 miles from the farm that produced the food (CFR Title 21 §112.3).

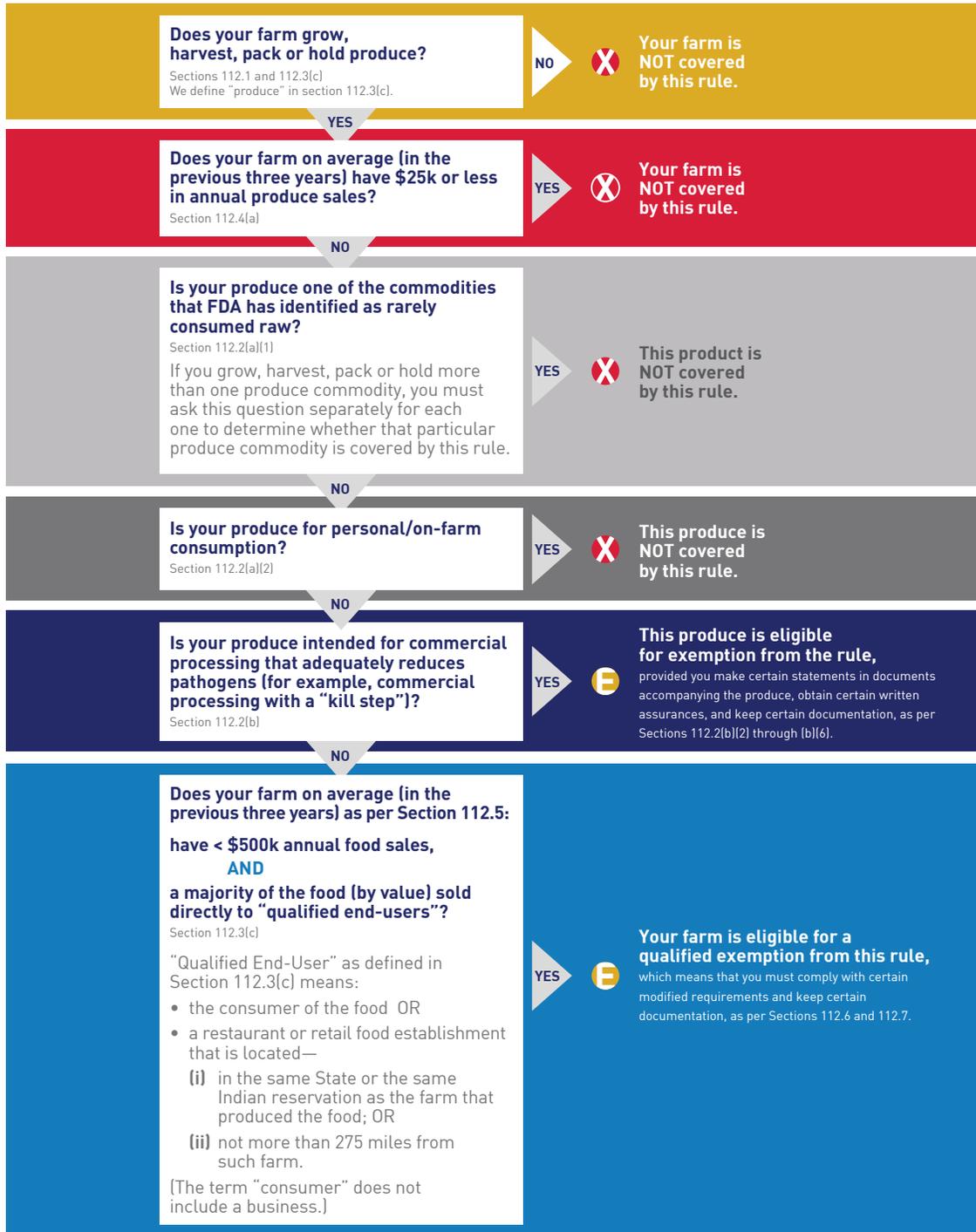
Note that the FDA has the right to withdraw a farm’s exemption in the event of an active investigation of a foodborne illness outbreak that is directly linked to the farm, or if the FDA determines that withdrawal is necessary to prevent or mitigate a foodborne illness outbreak based on conduct or conditions associated with the farm that are material to the safety of the food (CFR Title 21 §112.201).

**Caution about Relying on Exemptions from the FSMA Produce Rule:** If your farm currently meets the criteria for the \$25,000 exemption or the qualified exemption, beware that it could hinder your ability to sell to a produce distributor or wholesaler in the future, because under the Preventive Control Rule, distributors must source all their raw materials/ingredients from approved suppliers, which are suppliers (i.e. farmers, among other food producers) who engage in food safety practices such as having on-site audits, testing, maintaining food safety plans and records, and other practices, which your farm may or may not fulfill if you are relying on an exemption. FDA Rules on this matter do not necessarily prohibit a distributor regulated by FSMA from purchasing produce from an exempt or qualified exempt farm, but the rules require the buyer to consider the farm’s history of compliance and use of good agricultural practices (CFR Title 21 § 117.410).

Therefore, exempt and qualified exempt farms may still be able to sell to a larger produce distributor or other wholesaler. In these cases, it will be especially important for the farm to have thorough documentation its robust food safety practices, compliance with the terms of FSMA exemptions, compliance with other applicable food safety laws (like the California food safety laws for small farms, discussed later in this section) and implementation of good agricultural practices discussed throughout this guide.

## STANDARDS FOR PRODUCE SAFETY Coverage and Exemptions/Exclusions for 21 PART 112

The Preventive Controls for Human Food rule clarified the definition of a farm to cover two types of farm operations, primary production farms and secondary activities farms. The same definition is used in the Produce Safety rule (section 112.3(c)). Below are basic criteria that determine whether an operation that meets the definition of “farm” is subject to the produce rule.



Created November 13, 2015

**YOU ARE COVERED  
BY THIS RULE.**

### **Record Keeping Requirements for “Qualified Exempt” Farms:**

If relying on the “qualified exemption,” farms must keep records to show they are eligible to use that exemption, including a written record reflecting annual review and verification of the farm's continued eligibility (CFR Title 21 §112.7). Records should generally be retained for 3 years to show eligibility for the “qualified exemption” (CFR Title 21 §112.164).

Records should be created at the time of the activity recorded and should include the following:

- (i) The name and location of your farm;
- (ii) Actual values and observations obtained during monitoring;
- (iii) A description of produce applicable to the record;
- (iv) The location of a growing area (for example, a specific field) or other area (for example, a specific packing shed) applicable to the record; and
- (v) The date and time of the activity documented ((CFR Title 21 §112.161).

### **Labeling and Signage:**

Farmers relying on the qualified exemption must prominently and conspicuously display, at the point of purchase, the name and complete business address (including street address or PO Box, city, state, and zip code) of the farm where the produce was grown. This information can be presented on a label, poster, sign, placard, or documents delivered contemporaneously with the produce in the normal course of business, or, in the case of Internet sales, in an electronic notice (such as an email) (CFR Title 21 §112.6). These labeling requirements are similar to those required of California farmers in various scenarios described in the section on California law. Farmers who comply with the more nuanced California labeling requirements will simultaneously satisfy the federal FSMA labeling requirements. Note, however, that record keeping requirements vary between FSMA qualified exempt farms and California food safety laws for small farms.

## **EXEMPTION FROM FSMA BUT SUBJECT TO BUYER REQUIREMENTS**

California urban farmers may be entirely exempt from FSMA, or partially exempt per the qualified exemption, but they are typically still required to comply with the CDFA Small Farm Food Safety Guidelines (discussed next). Furthermore, some buyers may also have their own internal food safety requirements. It is recommended that urban food and agricultural producers who are interested in selling to specific retail outlets, wholesalers, schools, or other institutional buyers

contact those buyers directly to ask what specific food safety requirements they may have. They may request evidence of a food safety plan, having participated in a food safety training (such as a Produce Safety Alliance training), or even having a third-party audit. For more information on food safety training opportunities and obtaining a third party audit, please contact the University of California Cooperative Extension or the California Alliance with Family Farms.

## OVERVIEW OF CALIFORNIA LAWS THAT APPLY TO URBAN FARMS

Multiple sources of California law apply to urban farms. Some of these laws apply to small-scale farming generally, some to urban agriculture specifically, and others are more generally applicable to agriculture, food safety, and commerce more broadly. This guide focuses on food safety laws applicable to urban farms, and does not cover all general business regulations that likely apply to a commercial urban farm. One major body of law is the California Food and Agricultural Code (statutes that are controlled by the state legislature) where general laws applicable to selling produce are found. Another body of law is Title 3 of the California Code of Regulations (abbreviated as “CCR” in this guide) which contains rules controlled by a state agency. Title 3 CCR includes standard container rules, farmers’ market rules, and other agricultural matters. Finally, the Health and Safety Code (statutes that are controlled by the state legislature) contains all of California’s food safety laws that apply to commercial kitchens, restaurants, cafes, grocery stores, and food manufacturing facilities.

The new law that defines and regulates “community food producers” discussed in the introduction and described in more detail in this section is located in the Health and Safety Code even though agricultural matters are otherwise generally in the Food and Agricultural Code or in Title 3 CCR. Matters related to preparing or processing food are generally covered in the Health and Safety Code. So the community food producer law is a unique example of specific agricultural laws appearing in the Health and Safety Code.

Finally, this guide will refer to the Small Farm Food Safety Guidelines, which are neither statutes nor rules, but they are distributed by the California Department of Food and Agriculture (CDFA), and some parts of California law now refer to them as required practices for certain farmers, including farmers selling at farmers’ markets, and for community food producers, as explained later in this section.

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California statutes can be found online at <http://leginfo.legislature.ca.gov/> (click on “California Law” in the menu bar at the top of the page).

The regulations (referred to as CCR in this guide) can be found at the website of the California Office of Administrative Law: <http://ccr.oal.ca.gov/>.

## CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE’S SMALL FARMS FOOD SAFETY GUIDELINES

### Who Must Follow Small Farm Food Safety Guidelines?

California Department of Food and Agriculture (CDFA) has published a set of guidelines for farmers on how to safely grow, harvest, and handle fresh produce. The practices described in the guidelines are now required practices for most small farms in California, including all “community food producers” (which includes most urban farms, as described below), all farmers selling at certified farmers' markets, farms with CSA (Community Supported Agriculture) programs, and gleaners. Additionally, in most cases urban farms selling produce directly to a restaurant, grocery store, or other retail store must comply with these guidelines. Even some transactions where no money is exchanged may be subject to these guidelines. For example, gleaning organizations and donors who provide produce to food banks and other charities must follow the guidelines.

Generally, any farm or organization in California that grows or distributes produce offered for *public consumption* is subject to these guidelines. Therefore, urban farmers, community gardens, and backyard gardeners should all read and implement these guidelines before offering food for public consumption, whether by sale or by donation. Make sure that all people involved in planting, harvesting, and/or handling food at your farm, garden, or gleaning organization are familiar with these guidelines. If you are growing produce exclusively for personal consumption, then following the guidelines is not required, however, it is generally advisable that even casual backyard gardeners follow these guidelines in order to minimize the risk of illness.

The Small Farm Food Safety Guidelines are included in this guide beginning on the next page and are also available in several different languages at CDFA's website here: [http://www.cdfa.ca.gov/is/i\\_&c/sffsg.html](http://www.cdfa.ca.gov/is/i_&c/sffsg.html).

## California Small Farm Food Safety Guidelines

Fruit and vegetable consumption has grown significantly in the past two decades as the health benefits of these crops have been emphasized. Unfortunately, the incidence of food borne illnesses has also increased. In some cases, the financial impact on the growers of the crops associated with these incidents has been devastating. This means that it is important for all growers to be aware of food safety practices that minimize contamination of their crops with human pathogens. The most important disease organisms are *Salmonella*, *E. coli* O157:H7, *Listeria*, *Shigella* and *Bacillus cereus*. The primary pathways for these pathogens to enter the field or packing shed are: contaminated irrigation or processing water, poor field/packing shed worker hygiene, improperly aged or treated organic soil amendments (manure, etc.), domestic or wild animals entering the field, contaminated harvest equipment, inadequate or unsanitary processing and storage conditions and improper transportation.

The following checklist of recommendations should be considered during crop production, harvest, processing and transport.

### Prior to Planting

- Keep records of all farm activity, especially food safety practices.
- If manure will be used as a fertilizer, apply untreated manure in the fallow period after the last harvest and incorporate it as soon as possible.
- Be sure that there is a buffer between the production field and manure/compost storage, concentrated animal feeding operations, grazing or open range areas, surface water, sanitary facilities and composting operations.
- Test irrigation water and, if contaminated, find the source and fix it or request that your water supplier do so.
- Train your employees about hygiene (handwashing, etc.) and other aspects of food safety that apply to them. Do follow-up training during the growing season.
- Evaluate fields for evidence of animal entry. If you see animal signs use mitigation procedures (fences, noisemakers, etc.).
- Assess adjacent lands for possible sources that might contaminate the production field, and take corrective actions if needed.

## During the Growing Season

- Provide proper sanitation and hand washing facilities in an area outside of the field.
- Provide an area outside of the field for eating, breaks, smoking and storage of personal items.
- Do not allow pets or other domestic animals to wander in the field and continue to look for signs of wild animals. Minimize standing water in the field because it attracts wildlife.
- If you side dress with composted manure try to minimize manure contact with the crop and incorporate it, if possible.
- Clean and sanitize tractors and other implements that were used in manure application and incorporation prior to entering the field.
- Test irrigation water as close to point-of-use as possible at least once during the growing season, and more often if you use surface water.
- Ensure that water used for spray applications of pesticides and fertilizers is not contaminated.
- Consider using drip irrigation wherever possible. It minimizes the risk of contamination because above-ground plant parts are not directly wetted.
- Sick employees should not have direct contact with produce. Assign them other duties while they are sick or send them home. Employees who cut themselves should wear gloves and use bandages until the wound is healed.

## Harvest

- Continue to emphasize worker hygiene, monitor employees for symptoms of illness and for wounds.
- Clean and sanitize harvesting equipment at least once a day or more often, if needed.
- High-pressure wash, rinse and sanitize all crop production bins.
- Cover clean bins to avoid contamination.
- Do not allow workers to stand or place personal items in bins.
- Remove field soil from the outside of bins prior to moving them into packing areas.
- Emphasize hygiene to U-Pick customers.
- Use clean water and ice made from clean water during field processing.
- Remove or prevent the harvest of any potentially contaminated produce if signs of animal intrusion are detected.

## Postharvest Processing and Storage

- Clean facilities, equipment and food contact surfaces thoroughly and then sanitize just before the first use and then once a day during use or more often, if needed.
- Provide sanitary and hygiene facilities and an area for smoking, meals, breaks and personal item storage for employees away from processing and storage areas. Continue to monitor use.
- Use a potable water source for processing and use ice made from potable water.
- Wash, rinse and sanitize storage facilities.
- Fix or fill in any cracks or defects in the processing and storage building to keep out pests.
- Establish an ongoing pest control program (rodents, birds etc.).
- Ensure that refrigeration equipment is working properly. Measure and record temperatures at least once daily.
- Do not wear field clothes, especially shoes and boots, in the packinghouse.
- Use chlorinated water and other labeled disinfectants to wash produce.
- Store packaging materials in a clean, covered area.
- Do not load refrigeration rooms beyond their cooling capacity.

## Transportation

- Ensure that transport vehicles are clean and sanitary.
- Be sure that vehicles that have carried live animals or harmful substances (pesticides, etc.) are thoroughly washed, rinsed and sanitized before shipping produce.
- Use refrigerated trucks when possible.
- Be sure that each package leaving the packing area can be traced to the field of origin and date of packing.

## ADDITIONAL INFORMATION

### Record Keeping

This is very important in documenting the steps you take to ensure that you have complied with food safety recommendations. Some of the important things that need to be recorded are:

- Planting date(s) - varieties, suppliers, etc.
- Applications of fertilizer, pesticides or any other inputs.
- Water testing dates and results.
- Employee training - type of training (general safety, food safety etc.), dates, who was trained, follow-up training.
- Animal entry - dates when checked or observed, type(s) of animal signs, what action(s) you took to try to solve or mitigate the problem.
- Equipment maintenance - dates, type of maintenance, which piece of equipment, cleaning.
- Harvest date(s) - sanitation of harvest implements and harvest containers.
- Cleaning schedule for processing and storage facilities.
- Pest control program in processing and storage facilities - who does the program, treatment or trapping dates.
- Maintenance of refrigeration equipment and temperature of storage rooms.
- Dates of farmers' markets or other marketing options.
- Package identification.

### Hygiene

To prevent field and packing shed workers from contaminating crops:

- They should be trained in hand washing - use plenty of soap and water, wash for at least 20 seconds, clean under fingernails and between fingers, rinse under clean water and dry hands with a single-use towel. Wash hands before they start work, after each break, after handling unsanitary items such as animals, manure, etc. and after using the toilet.
- They should not eat, chew gum, use tobacco, spit, urinate or defecate while in growing/processing areas.
- They should use the toilet/hand washing facilities and use them properly.
- Workers who show signs of diarrhea, vomiting, fever, jaundice or infected wounds should not handle fresh produce.

- They should use single-use cups or fountains for drinking water.
- The grower, packer or labor contractor should also provide signs that reinforce good hygiene, both in the field and in the packing shed.

### Water Testing

Water needs to be tested to know whether it is contaminated with unacceptable levels of bacteria. While there is no standard for food safety testing levels, a number of commodity groups have used the recreational water standard as a safe level. Water should be tested as near to the point-of-use as possible. All of the water used to produce and process crops should be tested (pesticide spray water, water used in processing, etc.).

### Manure

Unprocessed manure is a perfect medium to support bacterial growth. Many food safety programs do not allow the use of unprocessed manure. Only properly composted or aged manure can be used. They also require that root crops not be grown for one year after manure application. If untreated manure must be applied shortly before planting, apply and incorporate at least two weeks before planting and don't harvest the crop for 120 days after application. If the 120 day waiting period is not feasible, apply only properly composted or aged (at least one year) manure. Composted manure use as a side dressing is very difficult. If you must use it this way, do all you can to reduce manure-crop contact and, if possible, incorporate it as soon as you can.

### Other Sources of Information

The following web sites have additional information on food safety:

<http://sfp.ucdavis.edu/pubs/articles/foodsafetybeginsonthefarm.pdf>

<http://www.caleafygreens.ca.gov/food-safety-practices/downloads>

<http://www.fda.gov/Food/FoodSafety/Product-SpecificInformation/FruitsVegetablesJuices/GuidanceComplianceRegulatoryInformation/ucm171695.htm>

[http://agr.wa.gov/inspection/FVinspection/docs/GHP\\_GAP\\_Presentation.pdf](http://agr.wa.gov/inspection/FVinspection/docs/GHP_GAP_Presentation.pdf)

<http://agr.wa.gov/inspection/FVinspection/GAPGHP.aspx>

[http://www.gaps.cornell.edu/Eventscalendar/USDA\\_GAP\\_GHP\\_Audit\\_Matrix\\_PP.pdf](http://www.gaps.cornell.edu/Eventscalendar/USDA_GAP_GHP_Audit_Matrix_PP.pdf)

[http://oregon.gov/ODA/ADMD/gap\\_ghp.shtml](http://oregon.gov/ODA/ADMD/gap_ghp.shtml)

<http://datcp.wi.gov/OnFarmFoodSafety/ResourcesTools/index.aspx>

<http://www.kimberly.uidaho.edu/potatoes/gap.htm>

<http://www.miffs.org/tools/GAPAuditVerification.pdf>

## References

U.S. Food & Drug Administration Guidance for Industry: Guide to Minimize Microbial Food Safety Hazards of Tomatoes: Draft Guidance. July, 2009

Commodity Specific Food Safety Guidelines for the Production and Harvest of Lettuce and Leafy Greens. California Leafy Green Handler Marketing Board. January, 2012

Food Safety Begins on the Farm: A Growers Guide. Cornell University. 2000

## **Community Food Producers**

A new law that applies to mostly urban (and some rural) producers of fresh fruits, vegetables, and eggs in California went into effect in 2015. It defines anyone growing such produce on land that is not zoned as agricultural as a “community food producer” and requires these producers to follow the Small Farm Food Safety Guidelines and certain labeling requirements (Health and Safety Code § 114376). Though the law initially allowed local environmental health departments to require these producers to register with the department in certain situations, since the beginning of 2016, numerous exemptions from registration are in place. However, food safety and labeling requirements still apply to all community food producers. (Health and Safety Code § 114376(c))

All community food producers, whether exempt from registration or not, must follow the California Small Farm Food Safety Guidelines. Additionally, all community food producers must follow basic labeling requirements when selling or giving away produce. At a farm stand where the food is grown, community food producers must have a sign with their name and address displayed onsite. When selling or donating produce elsewhere, they must label produce with their name and address if the produce is sold in a package. When selling directly to the public (rather than through a food facility such as a store or restaurant), community food producers and gleaners must keep records of the type of food sold and the date. These records must be kept for 30 days. For example, if your farm operates a produce stand once per week, you must keep a list of the products you sold at the farm stand for each date you operated the farm stand.

## **Gleaners**

A gleaner is defined as “a person who legally gathers remnants of an agricultural crop or harvests part of, or all of, an agricultural crop made available by the owner of the agricultural crop” (Health and Safety Code § 113796). Gleaners often gather fruits and vegetables from residential areas, community gardens, and small farms in order to access low cost food or prevent waste. Many gleaning organizations in California collect fresh produce to deliver to charitable organizations, such as food pantries. These organizations and other gleaners should be aware of the new requirements regarding community food producers described above. Generally gleaners are subject to the safe food handling, labeling, and record-keeping requirements just as are community food producers. When working with community food producers or any farmers, gleaners should make sure their sources of produce comply with applicable food safety laws.

## **Donating Gleaned Produce**

As of 2016, new provisions of the California Health and Safety Code clarify that gleaners may collect whole, uncut fruits and vegetables to donate to a food bank or food kitchen. In this scenario, a gleaning organization does not need to register with the local department of environmental health. Additionally, community food producers are exempt from registration when their agricultural products are donated to a food bank or food kitchen that provides food at no cost to consumers. This means that gleaners can aggregate whole, uncut fruits and vegetables from community food producers to donate to a food bank and both the community food producer and gleaner do not need to file paperwork with the health department or pay associated fees (Health and Safety Code § 114376). But remember that the food safety guidelines, labeling, and record keeping requirements still apply to both gleaners and community food producers.

## **Registration Generally Not Required for Community Food Producers and Gleaners**

The following situations illustrate some instances when community food producers and gleaners are exempt from registration requirements:

- A gleaner sells or donates produce from a community food producer to consumers and the producer or gleaner keeps records for 30 days of the type of food sold or donated and the date;
- A gleaner donates produce of a community food producer to a food bank or food kitchen and the producer or gleaner keeps records for 30 days of the type of food donated (or sold) and the date it was donated;
- A community food producer or gleaner provides produce directly to the public at their farm, garden, or some other premises controlled by the community food producer;
- A community food producer donates produce to a food bank or food kitchen that provides food at no cost to consumers; and
- A community food producer sells produce directly to a food facility that is permitted by a health regulatory agency, such as a corner store or grocery store that has a permit to operate from the local Department of Environmental Health (Health and Safety Code § 114376).

## **When are community food producers and gleaners required to register with an agency?**

Because so many transactions are exempt from registration (i.e. all of those listed in the prior paragraph) under state law, there are very few situations in which a community food producer or gleaner would need to register with an environmental health department. One type of transaction that is not exempt from registration is where a community food producer has a produce stand at a festival, other temporary event, or other site that is not at the farm or garden where produce is grown. This could be done lawfully if the community food producer obtains a Temporary Food Facility permit from the local Department of Environmental Health. Contact your local department for information on fees and the application process.

## **OTHER REQUIREMENTS THAT MAY APPLY TO URBAN FARMS**

### **Certified Producer's Certificate**

The Certified Producer's Certificate was developed to ensure that farmers selling at certified farmers' markets are in fact selling produce that they grew, and not someone else's agricultural products (unless the producer of the other agricultural products is also a certified produce and is identified on that seller's certified producers' certificate and properly labeled at the farmers' market booth). This certificate is required of any farm seeking to sell at a certified farmers' market in California. The application for a Certified Producer's Certificate includes a declaration by the producer that their produce is grown, harvested, and handled in accordance with the Small Farm Food Safety Guidelines (Food and Agricultural Code § 47020(c)). There are numerous other requirements for selling at a certified farmers' market that are not covered in this guide so check with other resources or the farmers' market manager for more details if you plan to sell at a certified farmers' market.

Farmers seeking a Certified Producer's Certificate may apply online at <http://www.cdffa.ca.gov/egov/farmersmarket/>.

### **Community Supported Agriculture (CSA)**

Anyone seeking to sell produce advertised as a Community Supported Agriculture (CSA) share or subscription is required to register with the California Department of Food and Agriculture. The registration includes a declaration by the producer that they will follow the Small Farm Food Safety

Guidelines (Food and Agricultural Code § 47060 - 47062). The fee for registering a CSA is currently \$75 annually. Each amendment to the registration requires an additional \$25 fee.

The CSA registration form is available at

[http://www.cdffa.ca.gov/is/i\\_&c/pdfs/CSAProducerRegistrationRemittanceForm.pdf](http://www.cdffa.ca.gov/is/i_&c/pdfs/CSAProducerRegistrationRemittanceForm.pdf).

## **Standard Container Requirements for Farmers Selling Fresh Produce**

Fresh fruits and vegetables must generally be sold in containers of standard dimensions. The specifications for standard containers are detailed in Title 3 CCR § 1380.19. These so-called “standard pack” requirements are designed for produce that is sold through large distribution supply chains and are not generally convenient or practical for a small farmer selling to a store or restaurant, but they still apply in some circumstances.

However, certain sales known as “direct marketing” in California law are exempt from these “standard pack” requirements, including:

- Sales at certified farmers’ markets (Title 3 CCR § 1392.1(d))
- Sales at or near the site of the farm (Title 3 CCR § 1392.1(d))
- Sales or donations to a charitable organization within the state for charitable purposes (Title 3 CCR §1390(f))
- Certain types of fresh fruits and vegetables do not have standard pack requirements, regardless of the type of sale or delivery involved (i.e. if the produce you are selling is not on the list of fruits and vegetables with standard container rules listed under the next paragraph, then no standard container rules apply).

Individual consumers, grocery stores, and restaurants can purchase fresh produce from farmers *at the site of a farmers market, at a farm, or at a roadside stand near a farm* without the farmer having to sell the produce in standard container sizes. A farmer *delivering to* a restaurant or store, however, must still comply with standard pack rules (Food and Agricultural Code § 47002 and Title 3 CCR § 1392.19).

The following fruits and vegetables must be packed and sold in containers of specific dimensions:

- apples
- apricots
- artichokes
- avocados
- cabbage
- cantaloupe
- cauliflower
- celery
- cherries
- citrus fruits
- grapes
- lettuce
- melons
- honey ball melons
- nectarines
- peaches
- plums and fresh prunes
- sweet potatoes
- tomatoes
- baskets of berries and other fruits

The regulations describing the container dimensions are in [Title 3 CCR, §1380.19](#). Other produce not listed above does not need to be sold in containers of specific dimensions, regardless of the method and location of the sale.

## LABELING AND RECORD KEEPING REQUIREMENTS FOR COMMUNITY FOOD PRODUCERS

### When Selling or Donating Produce to a Retail Food Facility

Farmers providing produce to a retail food facility such as a restaurant or grocery store must ensure that the produce containers have the following information:

- name, address, and ZIP code of the producer,
- name of the produce in the package, and
- quantity of the produce in the package (California Food and Agricultural Code § 47002(c)).

Additionally, the farmer must provide the food facility with a receipt with the information above and the date (California Food and Agricultural Code § 47002(e) and Title 3 CCR § 1392.4).

## **When Selling or Donating Produce Directly to Consumers**

When selling directly to end consumers, for example at a farm stand or farmers' market booth, community food producers selling agricultural products in any packaging must adhere to the labeling requirements listed under the previous paragraph. For agricultural products sold with or without packaging directly to consumers, conspicuous signage must include the name and address of the community food producer (California Health and Safety Code Section 114376(a)).

## **Additional Notes on Signage and Record Keeping**

California law directs community food producers to keep records for 30 days after the sale, when selling directly to consumers (California Health and Safety Code Section 114376(d)). However, if your farm or garden is "qualified exempt" under FSMA, you are required to keep records for 3 years to prove your "qualified exempt" status.

Additional signage requirements apply to farmers selling at a Certified Farmers Market and the market manager can provide more detailed information, or you can read more in the California Code of Regulations (e.g. Title 3 CCR § 1392.4 and California Food and Agricultural Code §47004).

Though not required by California law, it is advisable to note prices in these records, for accounting purposes and for demonstrating compliance with FSMA exemptions.

## **PRODUCE DEALERS NEED TO REGISTER WITH CDFA**

Does your business plan to purchase produce that was grown by a separate enterprise and then resell that produce to a retail store or to another food business? If you are acting as an intermediary in this way, then you are considered a "dealer" by the California Produce Dealers Act, and you must register as such with the California Department of Food and Agriculture (CDFA). If your business is a corner store, grocery store, or other retail business with a fixed location and it only sells directly to consumers (not to other businesses), then this registration requirement does not apply to you; this registration requirement only applies to businesses that sell produce at wholesale. For example, you would need a Produce Dealer registration if you started a business that collected produce from several different urban farms and sold the produce to grocery stores, where the produce is then sold to consumers. An urban farm that sells produce from its own farm

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and produce from a few other farms or community gardens at a produce stand where consumers shop for product would *not* need this Produce Dealer registration.

The annual registration fee for Produce Dealers through CDFA's Market Enforcement Branch as of this writing is \$136 to \$400 depending on the volume of sales of your business.

Find the registration instructions and application here:

<http://www.cdfa.ca.gov/mkt/meb/forms.html>

Note: A farm, store, or other retail food facility may be able to act as a pick-up and drop-off site for farm products without registering with CDFA as a produce "dealer" if the retail store does not actually sell the produce or otherwise collect any money from acting as a pick-up and drop-off site. For example, a store or restaurant acting as a CSA drop off and pick up site may be exempt if the store or restaurant is not a seller of the produce.

## FARMS USING PESTICIDES MUST OBTAIN PERMITS

We generally recommend that community gardens and urban farms use organic practices as much as possible because of their close proximity to homes, schools, businesses, etc. and because many urban farms and gardens are routinely visited by many people. However, any farms that provide or sell food to the public and that are planning to use pesticides or herbicides must either register or have permission to do so by the county Agricultural Commissioner, and the farm must keep detailed records of pesticide use. Even some organic pesticides fall under these regulatory requirements. In California there are two levels of regulation of pesticides: less hazardous substances known as "non-restricted materials" require an Operator ID, which entails a registration with the County Agricultural Commissioner in the county where the farm is located. Once an Operator ID is obtained, the farm must submit monthly "pesticide use reports" to the Agricultural Commissioner detailing pesticide use for the month, including the name of the product used, the date of application, and the quantity of the substance applied. Use of any pesticide, herbicide, or other such substance that has an EPA number on the label is subject to these requirements, even organic pesticides, and even some of those pesticides commonly used by home gardeners.

The other type of pesticide regulation applies to the use of more hazardous substances known in the law as "restricted materials," which can only be applied by a trained and licensed individual,

with approval from the Agricultural Commissioner *prior to* each application. It is highly unlikely that urban farms will need to use “restricted materials,” however, urban farmers should be aware that many substances available in nurseries and home improvement stores, and even some organic pesticides are subject to the Operator ID and monthly reporting requirements.

## **FOOD SAFETY LAWS FOR EGG PRODUCERS IN CALIFORNIA**

An “egg handler” refers to a person engaged in the business of producing, grading, packing, or otherwise preparing shell eggs for market. This definition also applies to people who sell eggs that they have acquired from another producer. Generally, however, it does not apply to any retail purchaser, such as a grocery store (CA Food and Agricultural Code § 27510).

### **Registration Requirements**

All egg handlers must register with the California Department of Food and Agriculture (CDFA). A new registration form (with fee) needs to be submitted within 30 days if any registration information changes. As of this writing, the initial annual registration fee for egg handling is \$75 and the annual registration fee thereafter is \$50 (Title 3 CCR § 1358.3).

The registration form for egg handlers can be found online at <https://www.cdffa.ca.gov/ahfss/mpes/pdfs/EggHandlersRegistrationApplication.pdf>.

### **Storage & Handling Requirements**

Generally, in order to produce and sell eggs, the eggs must be kept at a temperature of 45°F or lower, including during transportation. Transport vehicles may exceed the 45°F maximum temperature required when eggs are being loaded or unloaded from the vehicle (Title 3 CCR § 1358.5). However, raw shell eggs may be stored and displayed without refrigeration at a certified farmers' market if *all* of the following conditions are met (CA Health and Safety Code § 114373):

1. The eggs were produced from poultry owned by the seller and collected on the seller's property.
2. The eggs are not placed in direct sunlight during storage or display.
3. Retail egg containers are prominently labeled "refrigerate after purchase" or the seller posts a conspicuous sign advising consumers that the eggs should be refrigerated as soon as practical after purchase.

4. Retail egg containers are conspicuously identified as to the date of the pack.
5. The eggs have been cleaned and sanitized.
6. The eggs are not checked, cracked, or broken.
7. Any eggs that are stored and displayed at temperatures of 90°F or below and that are unsold after four days from the date of pack shall be stored and displayed at an ambient temperature of 45°F or below, diverted to pasteurization, or destroyed in a manner approved by the enforcement agency.
8. Any eggs that are stored and displayed at temperatures above 90°F that are unsold after four days from the date of pack shall be diverted to pasteurization or destroyed in a manner approved by the enforcement agency.

Additionally, farmers and community food producers may sell unrefrigerated eggs at an outlet or location they control, such as a farm stand at or near the site of the farm (CA Health and Safety Code § 114375(c)(1) and 114376(a)). Note: community food producers are limited to selling 15 dozen eggs per month (CA Health and Safety Code § 114376(a)(5)).

## **Inspection**

Eggs are subject to inspection at any time at production plants, wholesale warehouses, retail facilities, and farmers' markets. Inspectors from CDFA can seize varying numbers of eggs from a producer to test for food safety. Title 3 CCR §1350 provides a chart of designated sampling size requirements for inspection.

## **Labeling Requirements**

Consumer packages or containers of eggs must state all of the following (Title 3 CCR § 1354):

- Name of the farm
- Address and zip code of the farm
- Quantity of eggs
- California state handler code number
- [if applicable, see exemptions] Egg size as described in the chart (egg size must appear plainly marked in a font size 1/4 inch tall minimum)
- [if applicable, see exemption] Egg grade (i.e. AA, A, B) The larger the air-cell is, the lower the grade of the egg. The outside appearance also factors into the grade of an egg. Eggs with moderate staining (but not adhering dirt) can be sold as grade B. AA and A grades

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require a clean, unblemished shell. Dirty eggs cannot be sold to consumers (egg grade must appear plainly marked in a font size 1/4 inch tall minimum)

- The words "California Shell Egg Food Safety Compliant," or "CA SEFS Compliant" (must appear plainly marked on the principal display panel in font size 1/4 inch tall minimum)

CA Egg Size Standards	Grams (min)	Ounces (min)
Jumbo	68.51	2 5/12
Extra Large	61.42	2 1/6
Large	54.34	1 11/12
Medium	47.25	1 2/3
Small	40.16	1 5/12
Peewee	N/A	N/A

Source: Title 3 CCR § 1353.4

### Exemptions from Certain Labeling Requirements

Size, grade, name, and address markings are not required on containers of eggs when sold by the producer directly to household consumers, without advertising by the producer on the premises where it was produced, so long as it was produced from a flock of 500 hens or fewer (Title 3 CCR § 1354.2(a)).

Eggs classified as "restricted eggs" are exempt from the size and quality (eg Grade AA, A, B) standards for consumer grade eggs. "Restricted eggs" may be sold directly to consumers only as follows: by an egg producer, from their own flock's production, at the site of production or segregation, or at secondary locations operated by the producer such as a farmers' market booth or farm stand (Title 3 CCR §1356.2).

## California Shell Egg Food Safety Compliance

All egg producers (regardless of any exemptions from certain labeling or refrigeration requirements) are subject to bird enclosure space requirements detailed in the chart below.

Number of Birds	Minimum Square Inches per Bird
1	332
2	205
3	166
4	146
5	135
6	127
7	121
8	117
9 or more	116 sq in per bird

Source: Title 3 CCR § 1350

California has rules to reduce the growth of salmonella, including testing and vaccination requirements, however, these rules apply only to egg producers with 3,000 or more laying hens. These salmonella testing and vaccination programs, among other requirements, are detailed in Title 3 CCR § 1350.

## Record Keeping Requirements

All egg handlers must maintain business records for egg transactions for three years, subject to audit by CDFA. The records should include the pack date, egg quality, quantity, and identity of purchaser and seller. The name of purchaser is not required for eggs sold directly to end consumers.

## SECTION III. DEVELOPING A FOOD SAFETY PROGRAM FOR YOUR URBAN FARM

This section provides step-by-step guidelines for developing a food safety program for your urban farm. As noted in the previous section, the CDFA California Small Farm Food Safety Guidelines provide a checklist of recommendations that should be followed during crop production, harvest processing, and transport. This section provides a systematic approach and a bit more information to help you determine how to assess risks on your farm, and how to develop standard operating procedures (SOPs) that, when implemented effectively, can help minimize food safety risks on your farm. We will cover eight basic steps to develop your own personalized food safety program for your farm.

### 8 STEPS TO DEVELOP A FOOD SAFETY PROGRAM FOR YOUR FARM

1. Talk to your buyers
2. Assess food safety risks on your farm (WASSH)
3. Develop SOPs and GAPs to minimize risk of on-farm contamination
4. Develop a food safety plan outlining your policies and procedures
5. Train your workers (helpers, volunteers, family)
6. Keep records
7. Implement, review, correct
8. Post signage reinforcing GAPs (handwashing, SOPs)

#### Step 1: Talk to your buyers

Find out what food safety requirements your buyers have, beyond complying with the CDFA guidelines. Do they want to see your food safety plan? Do they want to visit your operations and observe your food safety practices? Do they want you to obtain a third party audit? Be clear about the expectations of your buyers so that you can tailor your program to address their needs, or seek other markets. If you are donating to a food bank or homeless shelter, inquire if they have any particular guidelines as well.

## Step 2: Assess food safety risks on your farm

Each farm is unique in terms of its land use history, adjacent land use, materials and supplies used, and workers/participants at the farm. As such, it is important to conduct an on-farm risks assessment for your own operation.

In general, there are five potential sources of contamination on the farm, and they correspond with an acronym that is easy to remember: WASSH.

Possible Sources of Contamination	Examples
Water	Sources of dirty water may include contaminated irrigation water, hand washing water, produce wash water, water runoff from adjacent property or street during heavy rains. Standing water that may attract wildlife.
Animals	Contamination may occur from domestic and wild animal intrusion and other pests.
Soils	Contamination of soils may be associated with site history (former dump site, old houses with flaking paint, railway ties, etc.), improperly treated compost, raw manure, improper storage of manure/compost, risk of drift from adjacent and/or industrial land use.
Surfaces	Dirty surfaces may include equipment, tools, harvest buckets, boxes, hoses on the ground, packing tables, sinks, wash basins, toilets, and transportation that are not washed and sanitized on a regular basis.
Health and Hygiene	Contamination can be associated with people handling produce who are sick and/or fail to follow proper hygiene practices, and poorly maintained sanitary facilities. For example: cross contamination from not washing hands after handling money, food, smoking, using toilet, etc., no handwashing stations, poorly maintained toilets, etc.

It is important to first assess your farm for any potential sources of contamination. Using the On-Farm Food Safety Assessment for California Urban Farms provided (Appendix 1), walk around the farm, evaluate each of the possible sources of contamination listed above, observe current practices, and record any potential risks that you may need to address.

### Step 3: Develop Standard Operating Procedures (SOPs) implementing Good Agricultural Practices (GAPs) to minimize risk of on-farm contamination

Once you have assessed and identified any potential risks, then consider developing a set of corrective actions to minimize the risk of contamination on the farm. Each farm is unique, so you may need to develop your own set of standard operating procedures (SOPs) to effectively address a risk. The resources section has materials on standard operating procedures needed for GAPs and how to write them. Common examples of corrective actions that may be required are listed below:

Possible Sources of Contamination	Corrective Actions
Water	<p>Water source: If using a municipal water source, obtain annual records from water district. If using a well or other source of water, test water for generic <i>E. coli</i> (see SOP below for water sampling method) and treat if necessary following industry standards.</p> <p>Produce wash water: Use potable, chlorinated water or other labeled disinfectants to wash produce.</p> <p>Water runoff: Mitigate risk of flooding by building berm or digging ditch to divert runoff. Minimize standing water that attracts wildlife.</p>
Animals	<p>Develop and implement a pest management program. Monitor and record intrusion of animals, use mitigation measures (fences, traps, noisemakers) to minimize intrusion and predation, and record all actions taken and follow up observations. Remove dead animals and traps in a timely manner, keep all domestic animals out of active harvest area, separate chickens from produce area, and avoid harvesting produce with evidence of bird, rodent, or other animal feces present. (More information on animals in Section V)</p>
Soils	<p>Evaluate site history, test your soil if potential for risk, procure OMRI certified compost and clean soils or follow best practices (see resources page), create wind barriers to minimize drift, use best soil management practices (sub-surface irrigation, raised bed, maintain soil pH, soil barrier cloths, etc.) See Section IV for more information on soils.</p>
Surfaces	<p>Clean and sanitize all surfaces on a regular basis, including tools, equipment, harvest buckets, packing areas, storage bins, and transportation. All transportation should be covered.</p>

Possible Sources of Contamination	Corrective Actions
Health and Hygiene	Provide illness and accident prevention, as well as good health and hygiene training to all workers, volunteers, and staff. Create SOPs that your workers follow. Avoid work when sick, wash hands, practice good hygiene, install fully equipped handwashing stations (soap, paper towel, garbage can) adjacent to all toilets.

### Standard Operating Procedures (SOPs)

The CDFA Small Farm Food Safety Guidelines provide a checklist of recommendations that should be considered during crop production, harvest, processing and transport to minimize the risk of on-farm contamination. In the section below, we provide some examples of standard operating procedures for good agricultural practices that you may consider for your operation:

#### Water Testing

It is recommended that all water sources be tested for the presence of an indicator organism (eg. generic *E. coli*) at least once a year prior to harvest season. The presence of indicator organisms can predict undesirable conditions (eg. ineffective treatment, presence of fecal material, etc.). Municipal water districts conduct their own annual tests and are accepted as evidence of safe water; obtain a record for your file. If using water from other sources (eg. well) for *wash water, ice, or handwashing*, it must be potable. If there is evidence of risk of contamination, take corrective action to address the source of contamination. Corrective actions may include (as recommended by the FDA):<sup>4</sup>

- Applying a specific amount of time (in days) between last irrigation and harvest (up to a maximum four days), and/or between harvest and end of storage to allow time for potentially dangerous microorganisms to die off. Farms could also apply a calculated log reduction during activities such as commercial washing. (A log reduction estimates how many live bacteria will be eliminated by the activity.)
- Re-inspecting the entire affected agricultural water system under the farm’s control and, among other steps, making changes to ensure that their water meets the criteria.
- Treating the water (see resources page for well disinfection procedure).

<sup>4</sup> <https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm472501.htm>

The following SOP can be followed for collecting water samples:

- Sterile sample containers are obtained from testing laboratory.
- If water is collected from tap, water should run for 2-3 minutes before the sample is taken.
- Collect the water sample from the closest tap to the source (well, etc.).
- Spray tap/hose bib with 70% ethanol and let tap run freely for 1 min before collection. Only take a groundwater sample if it is being used as an irrigation source.
- Sample should be analyzed as soon as possible and no more than 30 hrs after collection.
- Samples should be kept cool (in an iced cooler) during transport.
- Water is tested for generic *E. coli* and will be treated according to industry standards.
- Testing for additional contaminants (heavy metals, nitrogen, protozoa, salmonella) should be conducted if risk is evident.
- Keep record of water analysis.

Farmers on small or medium sized urban farms, are unlikely to be subject to FSMA's water rule and microbiological testing requirements. In any case, compliance dates for all provisions dealing with agricultural water have been extended to 2022-2024.<sup>5</sup> As of 2018, the Cornell Produce Safety Alliance advises that growers should not make significant changes to their current water testing practices, as far as compliance with the Produce Safety Rule goes, until more is known about potential changes to regulatory requirements. Visit the Produce Safety Alliance website for regulatory updates.<sup>6</sup>

Contact a local laboratory and/or cooperative extension advisor for more detailed guidance on water collection, testing and corrective actions.

### Reducing Cross-Contamination in Produce Wash Water:

If washing produce at the farm, it is important to follow SOPs to minimize cross contamination in the produce wash water:

- Clean and sanitize the produce wash bin on a daily basis and let air dry (see surface sanitizing SOP below).
- All water that comes in contact with produce for washing is tested and is safe to drink.

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<sup>5</sup> <https://producesafetyalliance.cornell.edu/sites/producesafetyalliance.cornell.edu/files/shared/documents/Water-Analysis.pdf>

<sup>6</sup> <https://producesafetyalliance.cornell.edu>

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- If using chlorine (sodium hypochlorite), water should contain between 5 and 10 parts per million (ppm) total chlorine. **1/2 Teaspoon pure unscented bleach (6%) in 6 gallons of water = 5 ppm.** Use chlorine test strips to determine chlorine content.
  - For chlorine to be effective, water should have a pH of between 6 and 7.5, with minimal organic matter (soil) in the water. Use pH test strips to determine pH.
  - Water is changed in the dump tanks daily or when pH, chlorine content, or organic matter makes chlorine ineffective. Root crops will require more frequent change of water.
  - Wash root crops *after* leafy greens or other produce.
  - To minimize chlorine residue, rinse produce with potable water only prior to packaging.

#### Mitigating Water Runoff Onto Farm

In the event that your farm is at risk of flooding during heavy rain, and the adjacent land use may pose a risk of contamination (eg. railroad ties, industrial site, abandoned lot):

- Observe farm during heavy rains noting volume, timing, frequency, directionality, and extent of run-off.
- Dig a diversion ditch for water to run away from the crop production area OR build a berm to prevent water runoff onto farm.
- Monitor and take measures to prevent any standing pools of water (level the surface, divert the runoff).
- Monitor and record actions taken and their effects in record keeping sheet.

#### Rodent Control in Farm Stand/Packing Shed and Storage Area

It is important to take measures to prevent rodents from entering farm stand, packing, and storage areas. Effective measures include the following:

- Remove all potential food sources and nesting sites from inside and around the storage area and farm stand. Keep all garbage receptacles emptied on a regular basis.
- Seal off entry points with screens, barriers.
- Store empty boxes off the ground, away from moisture, and covered or enclosed in plastic wrapping.
- Best to trap rodents between winter and spring.
- Monitor for rodent presence (droppings, sightings)—keep records.
- Place mechanical (snap) or sticky traps inside where there is evidence of rodents. Do not use bait traps inside farm stand or packing shed.

- Monitor traps regularly and record effects.
- Dispose of trapped animal immediately and document effects.
- Maintain a pest control log that includes inspection dates, inspection reports, and procedures implemented to eliminate any problems.
- Frequently monitor affected and treated areas to determine the effectiveness of the treatment applied.
- Generally, all traps are marked and flagged by numbers or some type of coding system. There should also be a map of the premises that shows the location of such traps.

### Cleaning Harvest Tools/Equipment

- Workers put on proper protective gear (waterproof aprons, thick rubber gloves, goggles).
- Clean and sanitize surface for drying harvest tools/equipment (e.g. plastic table, plastic tarp, stainless steel wire mesh table) using spray nozzle cleaner and sanitizing solution as described below. Avoid using wood or plywood surfaces for packing as they cannot be sanitized.
- For sanitizing tools/buckets: Set up four wash bins labeled 1) Pre-rinse, 2) Wash, 3) Rinse, and 4) Sanitize.
- Fill all with water to fill line and put dishwashing detergent in “Wash” bin, and create sanitizing solution in “Sanitize” bin.
- To create sanitizing solution: 1 tablespoon pure unscented bleach (6%) to 1 gallon water=150 ppm is poured into sanitation tub.
- Bin 1: Pre-rinse all tools/buckets, using scraping, brushing, and hosing to remove any visible soil.
- Bin 2: Tools/buckets are scrubbed with detergent in “wash” bin.
- Bin 3: Tools/buckets are rinsed in “rinse” bin.
- Bin 4: Buckets are dipped in sanitizer, then air-dried and stacked in sanitary storage.
- Check water with chlorine test strips to determine when to change water; keep at 150 ppm. Chlorine will evaporate over time.
- Wastewater is disposed of daily away from production area with proper drainage.
- All brushes & tubs are labeled for “Harvest Equipment Only” and stored separately.

### Toilet and Handwashing Facilities

The CDFA guidelines instruct that proper sanitation and handwashing facilities are provided in an area outside the field. Unless service is provided by a porta-potty company, it is important to come up with a standard operating procedure for ensuring clean, supplied toilet and handwashing stations. To learn how to make an inexpensive hand washing station, watch UCCE video here: <https://www.youtube.com/watch?v=0XCXVcTVQMc>.

### Cleaning Hand Washing Facilities

- Handwashing facility is located in close proximity of toilet.
- All handwashing facilities are clean and water source is covered. They are supplied with single use towels, hand soap, and potable water for hand washing. Trash can with lid is located in vicinity and emptied regularly.
- Place a bucket beneath the spigot to capture waste water as necessary, and dispose of waste water away from crops in a manner that does not cause unsanitary conditions, nuisance, or contamination.
- Hand washing container is thoroughly cleaned and sanitized on a weekly basis by scrubbing with a clearly labeled brush that is stored separately.
- Cleaning and resupply records are maintained.

### Cleaning Restrooms Facilities

- Toilet facilities are located within ¼ mile or 5 min walk of workers.
- Field toilets are properly screened to keep animals and insects out. They are ventilated and provided with self-closing doors, lockable from the inside.
- Daily spot checks for cleanliness, spot cleaning, and trash pick up.
- Weekly thorough cleaning (toilet, walls, floors) with Green Power (20 parts water to 1 part Green Power) or equivalent. Sanitize toilets/urinals, doorknobs, and any other surface. Rinse with hose as necessary.
- Fill paper products and soap dispensers.
- Provide covered trash bin and remove trash to dumpster as needed.
- Record initials and date of cleaning and resupply records.
- Store all restroom cleaning equipment in bucket labeled, "Restroom Cleaning Only."

### Cleaning Farm Stand/Packing Shed/Storage Facility

- Storage facilities are cleaned regularly, prior to loading with product, and records are maintained. (Determine your cleaning schedule based on your own operation routine).
- Materials used include a broom, dustpan, and trigger spray bottle with clean rags.
- Cleaning includes removal of all spider webs, bird nests from rafters, dust and debris from the floor, shelves, and ledges. All potential nest sites or food sources for rodents are removed.
- Hang fly strips as necessary and monitor and replace as needed.
- Spot cleaning is conducted as needed. Trash cans are emptied on a regular basis as needed.

All cleaning supplies are labeled and stored separately.

## **Step 4: Worker Training**

Worker training is an important part of your food safety operation. Everyone who helps on the farm (employees, staff, volunteers, visitors) should be trained in good health and hygiene and accident/illness prevention as well as any SOPs they will be involved with/responsible for. Develop a training program that meets the needs of your operation. For regular employees/volunteers, provide training at the beginning of harvest season and do follow up trainings as needed. If groups of students/volunteers come out on an inconsistent basis to help on the farm, do a mini-training and/or have them read the visitor/volunteer food safety policy (see Appendix 2 for a sample). Examples of worker training guidelines are as follows:

### **Worker/Volunteer Training: Good Health and Hygiene and Accident/Illness Prevention**

- Proper Hand Washing: Hands must be washed before beginning or returning to work and after the following activities: using the restroom, smoking or tobacco use, taking breaks, handling trash containers or disposing of trash, using the telephone, handling money, coughing and sneezing, and handling animals or manure. Hands are washed with soap for 20 seconds, scrubbing fingernails, front and back of hands, and dried with disposable towels. Water is turned off with a disposable towel. Towels are deposited in a covered receptacle. Hands are dried before putting on gloves (if used).
- Personal Hygiene: All workers must follow good hygiene/sanitation practices including:
  - Wear clean work clothes.

- Have clean and cut nails, tie long hair back, remove dangling strings/jewelry.
  - Take a daily shower.
  - Eat and smoke in designated area.
  - Avoid eating, chewing gum, tobacco use, spitting, urinating, or defecating while in growing/processing area.
  - Use toilet/hand washing facilities and use them properly.
  - Use only clean, non-ripped gloves (if using).
  - Keep all glass containers away from the field.
  - Wear clean, un-ripped, sanitary gloves (best are non-latex).
  - Avoid taking gloves into lunch room or restroom.
  - Avoid using product containers for personal use.
- Accident/Illness Prevention: (Workers include anyone helping on the farm including volunteers)
    - To avoid heat exhaustion, drink plenty of water frequently (2 quarts per person/day), especially when hot. Use single-use cups or fountains for drinking water.
    - Access to shade (umbrella or other shade structure) is provided close by. Take breaks in the shade.
    - Workers who show signs of diarrhea, vomiting, fever, jaundice, infected wounds, or other infectious disease should not handle produce.
    - Workers who get a cut or have a nosebleed while working must stop immediately, contact their supervisor, and have it treated. The wound is cleaned, disinfected, bandaged, and gloved as soon as possible. Any product that is contaminated with bodily fluids is discarded immediately away from the field. Any container, surface, or tools that are contaminated are disinfected as soon as possible.
    - All accidents and responses are recorded.
    - All workers know the location of the first aid kit and know what steps to take should an injury occur.
    - An updated first aid kit should include bandages, antiseptic solution, antibacterial ointment, and non-latex gloves.

### **Step 5: Develop a Food Safety Plan**

While not required under FSMA or in the CDFA guidelines, a food safety plan for your farm can help guide your operations with GAPS (Good Agricultural Practices). A food safety plan can outline the *content and frequency* of the various steps you take to minimize food safety risks, such as worker training, cleaning and sanitizing procedures, record keeping, and any other policies or standard operating procedures you develop to minimize the risk of contamination on the farm. Please refer to the resources section for some guidance on how to write a farm food safety plan.<sup>7</sup>

### **Step 6: Record Keeping**

The CDFA guidelines emphasize the importance of recordkeeping. Appendix 3 provides a set of record keeping sheet templates that can be used/adapted for your operation. They include: fertilizer input use record, pesticide use record, toilet and handwashing maintenance record, pre-harvest assessment, cleaning and sanitizing record, worker training and instruction record, marketing/traceback record, pest/rodent/wildlife control record, injury/illness reporting record, contamination response log, and visitor's log.

### **Step 7: Implement, Review and Correct**

As you implement your food safety program, you may notice you need to update or modify a practice or procedure to more effectively address the identified risk. Over the course of the season, take time to monitor, evaluate and adjust your training and procedures accordingly.

### **Step 8: Signage**

Consider developing and posting signs that reinforce good agricultural practices, both in the field and in the packing area, such as signs for: hand-washing, designated smoking/eating areas, standard operating procedures for cleaning and sanitizing, visitor food safety policies, and a food safety assessment daily checklist (see Appendices 2 and 4).

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<sup>7</sup> <https://producesafetyalliance.cornell.edu/resources/farm-food-safety-plan-writing-resources>

## SECTION IV. SOILS IN URBAN AGRICULTURE: TESTING, REMEDIATION, AND BEST MANAGEMENT PRACTICES

*Adapted with permission from the authors: Rachel Surls, Valerie Borel, and Andre Biscaro. (ANR Publication 8552).*

Urban agriculture, including community and school gardens and small farms in cities, has become a popular means of obtaining fresh local produce. San Francisco, San Diego, Los Angeles, and several other California municipalities have changed policies to facilitate these activities.

Soils are an important consideration for individuals, community groups, and local governments becoming involved in urban agriculture. In many situations, urban soil has been contaminated and degraded by past uses and activity, including industry, unauthorized dumping, construction, heavy traffic, and adjacent buildings where lead-based paint has been applied. In particular, elevated levels of lead are fairly common in urban soils and pose health risks, especially to young children who can ingest soil while playing or helping in gardens. Ongoing exposure to lead can damage the nervous system, interfere with brain development, and create other health problems. Arsenic, cadmium, copper, zinc, and other naturally occurring trace elements in soils, especially heavy metals, can also be elevated to unsafe levels by past land uses.

Although soil degradation and contamination are important concerns and should be addressed, they are not always a problem with urban agriculture sites. A study conducted at several community gardens in the Los Angeles area by University of California researchers found that “in nearly all cases concentrations of trace elements were well within natural ranges” (Hodel and Chang 2002). In contrast, a study conducted in San Francisco found that “a majority of the gardens exceeded the California Human Health Screening Level for arsenic, cadmium, and lead” (Gorospe 2012).

Even where there are elevated levels of lead or other heavy metals or contaminants in soil, relatively little is absorbed by crops, although this depends on soil and other environmental conditions as well as on the plant’s characteristics. Accidentally swallowing or inhaling contaminated soil or dust is the most likely way urban farmers will be exposed to unsafe levels of lead or other contaminants. This can happen easily, for example, when people put their fingers in their mouths without thinking.

Beyond heavy metals, other sources of soil contamination and soil hazards might include solvents found at sites with a history of manufacturing use, various petroleum-based chemicals common at former gas stations and other industrial sites, chlorinated pesticides and residual herbicides on former agricultural lands or public landscaped areas, saline soil, and sites where a contaminant may not be harmful to people but may prevent plant growth or production. Physical debris such as lumber, concrete, wire, broken glass, and discarded syringes can also create hazards for the urban farmer. Clearly, there are no easy answers: each site and situation is unique. However, establishing reasonable policies and encouraging sustainable practices will help to ensure that urban farmers and consumers of urban agricultural products are not exposed to unsafe levels of contaminants, including lead and other heavy metals.

This section outlines strategies for urban soil contamination assessment, testing, and remediation; explains best management practices for urban agriculture; and discusses municipal policy concerning safe soils for urban agriculture. This publication does not cover soil fertility or other important soil science topics in depth; additional resources on these topics are presented in the resources section.

## SOILS ASSESSMENT FOR URBAN AGRICULTURE

### Site Selection

Overall soil conditions should be a consideration when selecting a site for urban agriculture. If plants, even weeds, are growing abundantly on the site, it is a good indication that the soil will be able to support crops. If the soil is reasonably easy to dig, it is a positive sign as well. The presence of plant roots and earthworms can indicate soil health. However, these indicators do not guarantee that soil is uncontaminated. When assessing potential sites, be aware that properties with considerable amounts of trash and rubble or obvious dead spots where plants do not grow may pose challenges. Heavy herbicide or pesticide use may have even sterilized the soil on a site. A simple test for evaluating soil fertility is to plant bean seeds in soil from the site, perhaps in a pot or biodegradable paper cups, and compare their germination and growth with an equal number of beans grown in purchased potting soil. It is also advisable to dig a hole 1 to 2 feet deep in several places to assess the presence of debris on the site.

## Site History

Learn as much as possible about the history of a proposed site and how it has been used in the past. Walking around the site may provide some clues. Adjacent older homes with peeling paint, paint chips, or evidence of sandblasting (a pitted surface) indicate potential soil lead contamination. Any building built before 1979 that has old or peeling paint may be a hazard due to use of lead-based paint. Proximity to a freeway or a heavily trafficked road is also a source of lead. Although leaded gasoline has not been in use since the 1980s, lead particles in vehicle exhaust may have settled from the air into the soil.

Talking to the property owner and neighbors is a good strategy, as neighbors are often familiar with past uses of the property. It may also be necessary to do some internet or library research. For example, at some public libraries and online sources, it is possible to access Sanborn maps, which were used by insurance companies to determine the risk involved with insuring individual properties. These maps can provide information about prior uses of a proposed site. Old aerial photographs, which can also be found in local libraries or online, can help identify a site's history as well. The local city hall may have aerial photographs accessible in their archives. There is also a fee-for-service website, [historicalaerials.com](http://historicalaerials.com), that includes aerial maps of various regions of California that can be used when researching the history of a site. The county tax assessor's office and the local city hall are important sources of tax records and permits that have been obtained for the property, which can help uncover past uses. Sites can also be checked on the California Department of Toxic Substances website, [www.envirostor.dtsc.ca.gov/public/](http://www.envirostor.dtsc.ca.gov/public/), to see whether any documented issues or ongoing cleanup activities are associated with the property.

Examples of prior uses of sites that may have caused soil contamination are parking lots, junkyards, auto repair or painting, carpentry, machine shops, dry cleaners, gas stations, railroad yards, and illegal dumping. The history of a site will help to determine the type and extent of soil testing necessary. A site that has been primarily residential or used as green space is generally lower risk. A site that has had past industrial or commercial uses should be more carefully analyzed.

## SOIL TESTING

Laboratory soil testing is always recommended for urban agriculture projects and should be considered a basic cost of starting any project. The cost depends on the size of the proposed site, the number of soil samples needed, and the type of analysis conducted by the lab.

Soil test kits sold at hardware stores or garden centers provide basic estimates of soil fertility but are not suitable for assessing soils at a potential urban agriculture site, as they do not provide information about soil contaminants.

### Selecting a Soil Testing Lab

Finding a university or commercial lab to conduct soil testing is not difficult; searching online for your region or state should yield several choices. Note that in many publications, the University of California Cooperative Extension service is listed as a resource for testing soil. UC Cooperative Extension does not offer soil testing. However, some other state land grant universities accept out-of-state soil sample submissions by mail at very reasonable prices, including the University of Massachusetts at Amherst and Penn State University. When selecting a soil testing lab, consider asking some of the following questions:

1. Do you participate in the North American Proficiency Testing Program (NAPT)? This program assures that soil test analyses are being performed using validated testing methods.
2. Which tests do you recommend for an urban agriculture site with no site history?
3. Do you recommend any specific tests for sites with a history of industrial or commercial use?
4. Do you perform tests for elevated levels of heavy metals and other contaminants, in particular, those listed in the California Code of Regulations Title 22: Inorganic Persistent and Bioaccumulative Toxic Substances?
5. What costs are involved for testing, given the type of analyses recommended and the anticipated number of samples?
6. What is the recommended procedure for taking soil samples?
7. Is it okay to call the lab for advice and information?
8. Do you provide a narrative with the soil test results? Is there an extra charge for this?

9. Do you provide remediation recommendations with soil tests?
10. What is your turnaround time?

The U.S. Environmental Protection Agency (U.S. EPA) recommends that for urban areas, “at a minimum, the soil test should include pH, percent organic matter, nutrients, micronutrients, and metals, including lead” (U.S. EPA 2011b). This level of testing is adequate for a site that has been residential or green space. Most commercial soil labs can test for the most important heavy metals, including lead, arsenic, cadmium, chromium, and nickel.

More testing may be appropriate for a site with a history of industrial or commercial use, which might include CAM-17 testing. (“CAM-17” refers to the list of seventeen metals specified in the California Administrative Manual: antimony, arsenic, barium, beryllium, cadmium, chromium, cobalt, copper, lead, mercury, molybdenum, nickel, selenium, silver, thallium, vanadium, and zinc). An EPA-recognized laboratory is the best choice for this level of testing.

It is possible that other types of tests may be necessary, such as testing for PAHs (polynuclear, or polycyclic, aromatic hydrocarbons), a class of potentially toxic byproducts of incompletely burned garbage, oil, wood, coal and other organic materials. They can accumulate in soils and become a concern on a site that has been used previously as a car wash, parking lot, road and maintenance depot, or vehicle service station.

Staff members at soils labs can be great sources of information. They are generally willing to talk on the phone about appropriate testing based on site history. However, there are instances where additional support may be necessary.

## **Resources for Brownfield Soil Assessment**

According to the California Department of Toxic Substance Control (DTSC), brownfields are properties that are contaminated, or thought to be contaminated, and are under-utilized due to perceived remediation costs and liability concerns. In cases involving brownfields that were formerly industrial or manufacturing sites, old gas station sites, and other situations, expert assistance may be necessary: these sites may have cleanup issues beyond what a community project can accomplish without technical expertise and a significant budget. These sites may be too expensive to test and remediate; help may be available, though, through state and local brownfield programs. California DTSC oversees a voluntary cleanup program for brownfield sites. Some cities have brownfield programs that may be able to provide guidance, resources, and

perhaps even help in securing funding for cleanup. Although urban agriculture is not yet a common reuse for brownfield sites, it is an area for further exploration. Local offices of the USDA Natural Resources Conservation Service (NRCS) may also be able to provide technical assistance and guidance on a case-by-case basis.

## **TAKING SOIL SAMPLES**

Laboratories generally provide an online instruction sheet on how to sample the soils, prepare the samples, and mail them to the lab. Once you have selected a lab, review its website for instructions or speak to a staff member by phone. Detailed instructions on collecting soil samples are also available in several of the resources listed in the section “Sources of More Information.” Review these instructions carefully, since poorly collected or unrepresentative soil samples may not provide accurate information.

Generally, it is essential to approach soil testing with a plan in mind. Making a simple map of a proposed site and noting areas with different characteristics helps you decide how many samples to collect.

### **Mapping the Sampling Area**

1. Areas where plants are not growing or the soil is discolored should be sampled separately.
2. An area adjacent to a building with peeling paint should be sampled separately due to the possibility of lead contamination.
3. For each area to be sampled, it is usually appropriate to take five to seven subsamples, then mix them together to create a composite sample.
4. Take samples from the top 4 to 6 inches of soil.
5. Remove litter, leaves, grass, or anything else covering the soil before sampling. The subsamples can be mixed together thoroughly in a clean bucket to form a composite sample after breaking up any clumps and removing roots, stones, or other materials.
6. Repeat this process for each distinct area of the site.
7. Keep track of the location of each sample. Once results come back, you will need to refer to records that clearly show where on the site samples were taken.

## Transporting Samples

1. Use a resealable, clean plastic bag that holds approximately 2 cups (1 to 1½ lb) of soil to transport the sample.
2. Remove most of the air from a double-bagged sample to prevent spillage.
3. Some labs supply sample jars, which may be free with testing.
4. The soil sample does not need to be refrigerated, but keeping it in the shade or a cool, dry place until it is shipped or delivered to the lab can help achieve accurate test results.
5. Wet samples should not be shipped, as inaccurate testing may result.
6. Soil samples can be dried prior to shipment by keeping the bag open in a dry and well-ventilated place or by spreading the soil in a thin layer on clean butcher or waxed paper and allowing it to dry at room temperature.

## Interpreting Soil Test Results

Some soil labs provide a narrative report with recommendations. Most labs are receptive to questions regarding interpretation of test results. Soil testing will indicate whether plant nutrients are low and need to be raised for best plant growth and whether the soil pH needs to be adjusted. The soil test can also indicate whether there are higher than acceptable levels of heavy metals or other contaminants, depending on what tests were requested.

Heavy metals are the contaminants most commonly tested for, and there is more guidance available about heavy metals, especially lead, than for many other contaminants. Even so, there is no one standard as to what constitutes safe levels of heavy metals in urban agriculture. Most guidelines that exist are created for residential use scenarios and contact with soil through skin exposure or accidental ingestion, rather than being formulated for gardening or farming. Still, they provide some guidance about what is acceptable

One standard to consider is the California Human Health Screening Level (HHSL), which is used by the City and County of San Francisco and the City of San Jose in their guidance on lead hazard assessment for urban gardens and farms. For lead, the HHSL is 80 parts per million (ppm). Anything lower is considered below the level of concern for human health. Another standard is U.S. EPA's Soil Screening Levels (SSLs) for residential use, which consider lead to be a hazard at levels of 400 ppm or more. In 2013, the U.S. EPA Technical Review Workgroup (TRW) for Lead

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provided a bit of clarification specifically for gardening and deemed soil lead at less than 100 ppm to be low risk for home-grown produce.

The HHSL levels for heavy metals and other potential contaminants are listed in the chart at the California Environmental Protection Agency's (CalEPA) Office of Environmental Health Hazard Assessment (OEHHA) website, [oehha.ca.gov/risk/chhsltable.html](http://oehha.ca.gov/risk/chhsltable.html); some of the most common are listed in Table 1 along with the corresponding SSLs. The U.S. EPA TRW chart with specific, tiered soil lead recommendations for gardening is available in table 2. These standards are advisory only; check with local municipalities (or school districts for school-based projects) to find out whether more specific requirements have been established.

**TABLE 1. ADVISORY LEVELS TO GUIDE INTERPRETATION OF SOIL TEST RESULTS FOR HEAVY METALS IN PARTS PER MILLION (PPM)<sup>1</sup>**

Inorganic Chemicals	California Residential HHSLs	U.S. EPA SSLs
Arsenic <sup>2</sup>	0.07	0.4
Cadmium and Compounds	1.7	70
Chromium III	100,000	120,000
Chromium VI	17	230
Lead and Lead Compounds	80	400
Nickel and Compounds	1600	1600
Zinc	23,000	23,000

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<sup>1</sup> These state and federal soil screening level standards are for advisory purposes only. Please refer to the section "Interpreting Soil Test Results" for details.

<sup>2</sup> The screening numbers for arsenic are for contamination resulting from human activity. Concentrations of naturally occurring arsenic may be far above the screening number. When levels of arsenic at a site are a concern, consult the agency with authority over remediation decisions.

**TABLE 2. EPA TRW LEAD COMMITTEE RECOMMENDED BEST MANAGEMENT PRACTICES FOR GARDENING IN LEAD-CONTAMINATED AREAS**

Soil-lead Concentration (ppm)	Category	Recommendations	
		Gardening Practices	Choosing Plants <sup>3</sup>
<100	Low risk	<p>No specific remedial action needed.</p> <p>Wash hands, produce, and clothes (good gardening and housekeeping practices).</p>	No restrictions of crop types.
> 100 - 400 <sup>4</sup> 400 - 1,200	Potential risk	<p>Increasing use of good gardening and housekeeping practices.<sup>5</sup></p> <p>Relocate garden to lower-risk garden areas.</p> <p>Increasing use of soil amendments (e.g., compost, clean fill), barriers (e.g., mulch), and other remedial measures up to and including raised beds and containers.</p> <p>Ensure that gardeners wear gloves and use tools to reduce soil contact and ingestion.</p>	<p>Decrease planting of root vegetables or relocate root crop planting to lower-risk areas.</p> <p>Increase use of soil amendments and barriers to reduce soil deposition onto leafy vegetables.</p> <p>Increase planting of fruiting vegetables, vegetables that grow on vines, and fruit trees.</p>

<sup>3</sup> Sources: See U.S. EPA 2014, pp. 20–21.

<sup>4</sup> While 400 ppm lead in soil is considered an appropriate screening level for residential soil lead concentration, the TRW recommends that 100 ppm be used as the low end of the range of soil lead concentrations to mitigate exposure to lead in soil when gardening is an important exposure pathway. Lacking the information to support a quantitative approach for estimating risk for gardening scenario to support establishing acceptable concentration of lead in garden areas, best professional judgment was used to establish the low end of the range. This soil concentration is below the 400 ppm soil screening level for lead because the gardening exposure pathway includes other sources of lead exposure not sufficiently accounted for in the soil screening level. The basis for the Soil Screening Level (SSL) is children playing in lead contaminated soil and some other exposures, with the predominant source of exposure from direct soil ingestion or ingestion of soil manifested as house dust. Scientific limitations when it was developed did not allow the SSL for lead to adequately account for consuming home-grown produce. In developing an acceptable concentration of lead in soil for home garden exposures, the same child receptor would be exposed if accompanying the adult in the garden and also exposed through consumption of lead in and on the produce grown in the soil. Hence, the garden-based level is lower than the SSL and reasonable steps to mitigate exposure to lead while gardening in soil lead concentrations between 100–400 ppm would be appropriate. The TRW acknowledges that background soil lead concentrations in some communities may exceed the guidance values recommended for garden areas. Mitigation may be necessary for those communities.

<sup>5</sup> See U.S. EPA 2014, p. 10.

Soil-lead Concentration (ppm)	Category	Recommendations	
		Gardening Practices	Choosing Plants <sup>3</sup>
> 1,200	High risk	<p>All of the above good gardening and housekeeping practices.</p> <p>Raised beds, soil containers, soil replacement (i.e., excavate contaminated soil and replace with soil containing low lead concentrations) are strongly recommended.<sup>6</sup></p> <p>Consider finding other locations for garden. Restrict child access to only established safe areas. Restrict all gardening by or for children in contaminated soils.</p>	<p>Select plants with shallow roots for raised beds or areas with replacement soil to ensure that roots do not reach contaminated soil that is left in place (if any); otherwise, no restrictions.</p>

Source: U.S. EPA 2014.

## REMEDIATING SOILS

If soil testing indicates that levels of lead or other heavy metals are higher than acceptable, consider the following strategies to mitigate the problem.

### Working with Existing Soil

Many urban farmers automatically plan for raised beds to avoid potential soil problems. However, raised beds do have drawbacks, including the cost of materials, obtaining quality “clean” soil to fill them, and the fact that plant roots dry out faster in raised beds than in soil, potentially increasing irrigation needs. When possible, it is most economical to plant in the existing soil. If the site has been residential or green space, without a history of industrial use, and soil test results are borderline, it may be possible to work with existing soil by following these best management practices:

<sup>6</sup> Twenty-four (24) inches of clean soil cover is generally considered adequate for gardening; however, site specific conditions should also be considered. A 24-inch barrier normally is necessary to prevent contact of contaminated soil at depth with plant roots, root vegetables, and clean soil that is mixed via deep rototilling. Raised garden beds could cost effectively add 24 inches of clean soil (U.S. EPA 2003).

1. Turn over the soil deeply and thoroughly. Contaminants are often concentrated in the top 2 inches of soil and can be diluted through digging and mixing.
2. Maintain the soil pH at or close to neutral, 6.5 to 7.0. Soil nutrients are most available to plants at this pH, while lead and some other heavy metals are less available.
3. Add organic matter to the soil and continue to do so with each successive planting. By adding soil amendments and compost, the soil holds water and nutrients more effectively, and heavy metals bind to organic matter and become less available to plants. Organic matter improves soil structure, infiltration, and water-holding capacity, and it also creates a better environment for plant roots that slowly releases plant nutrients.

Two related products can be considered for use in improving existing garden soil. Biochar is a charcoal product that when mixed with soil adsorbs heavy metals and binds them tightly, making them less available in the soil. It has other potential benefits, including holding water and releasing plant nutrients. The second product, activated charcoal, is sometimes mixed with soil to adsorb contaminants including certain pesticides, herbicides, and petroleum products. Both can raise soil pH, which could pose a problem if soil is already alkaline. See the section “Sources of More Information” to learn more about these materials before applying them.

## **Soil Removal**

The most cautious strategy, perhaps most likely to be considered when dealing with a brownfield site, is to remove existing soil from the growing area and replace it with soil that is certified safe. However, this expensive procedure is out of the range of what most community groups or individuals can afford. Contaminated soil must be disposed of according to law, which can be expensive, in addition to the costs involved with soil excavation, removal, and replacement.

## **Raised Beds**

A more common approach is to build raised beds and fill them with clean soil. A study of backyard, school, and community garden soils in San Francisco showed that raised bed gardens had significantly lower levels of arsenic, cadmium, and lead than in-ground gardens (Gorospe 2012). Another study, conducted in Chicago, measured significantly less lead in raised bed gardens than in-ground gardens (Witzling et al. 2010).

To create raised beds, urban farmers can build frames of redwood or other lumber, brick, concrete, rocks, or any other sturdy material that won't leach contaminants into the soil. Treated lumber should be avoided since lumber treatments may cause copper or other metals to leach into the soil.

Water-permeable fabrics can be applied as a barrier between the on-site soil and the imported soil used to fill raised beds. Landscape fabric is permeable to liquids and air, unlike black plastic. Landscape fabrics are made from various materials, including nonwoven polypropylene, woven fabric, biodegradable paper mulch, or flexible geotextile fabric.

Once the frame has been lined with landscape fabric it should be filled with "clean" soil. One way of ensuring that soil is clean is to purchase topsoil or planting mix certified by the Organic Materials Review Institute (OMRI). OMRI performs an independent review of products intended for use in certified organic production, handling, and processing. OMRI reviews producer-submitted products against the National Organic Standards and generates a list of acceptable products. See the OMRI Crop Products list at their website, [http://www.omri.org/sites/default/files/opl\\_pdf/crops\\_category.pdf](http://www.omri.org/sites/default/files/opl_pdf/crops_category.pdf). Some products that are not OMRI listed may still meet USDA organic rules; the producer may have decided against the expense of being reviewed by OMRI. Local urban farmers or gardeners may have recommendations on potential sources of quality soil. Some vendors may be able to provide documentation that soil has been tested, and if not, a sample of the soil could be sent to a lab for testing to be sure that it is not contaminated.

### **Other Containers**

Other types of containers besides raised beds can be used in urban agriculture. For example, some commercially available growing systems are self-watering, for smaller-scale projects. Others are mesh "socks" that are filled with growing medium and placed on top of the soil. These types of "instant gardens" may be especially appropriate for short-term projects. Although tires are sometimes used as planters, this practice is not recommended, since tires can contaminate soil with leached metals as they degrade over time.

### **Asphalt Removal**

At some sites, such as schools, open ground is not available, and gardens are constructed over asphalt. In other cases, the asphalt is removed, a process known as depaving, which converts an unused paved area into a garden space. This is a sizeable project to undertake, especially if done

manually with the help of volunteers. If a professional company is hired to do the job, though, depaving can be a major expense.

Many sites have created successful urban agriculture projects through depaving. For example, in 2006, volunteers removed 5,000 square feet of asphalt from the grounds of Carthay Center Elementary School in Los Angeles and created a thriving garden for the entire community. To improve the hardened clay soil, tons of soil, mulch, and compost were donated and tilled into the soil by volunteers. The garden consists of raised beds and in-ground beds, as well as a stone fruit orchard, citrus orchard, tropical garden, butterfly garden, and poetry garden.

If a site plan calls for depaving, test for heavy metals and other contaminants prior to removal. To test soil beneath asphalt, cut triangular holes in the asphalt with a hand-held concrete saw to expose the soil. Then remove the asphalt triangles, along with any subgrade debris or stones, and obtain the samples. Replace the pavement triangles and add sand or pea gravel afterward to eliminate a tripping hazard. If soil tests show heavy metals above recommended levels, consider raised beds or large containers rather than removing the asphalt.

### **Choosing Ornamentals Over Food Crops**

Some sites not appropriate for growing food might still be perfect for ornamental trees and shrubs or a wildflower meadow. Not every site needs to be for food production; sites can serve other purposes in the community, such as green space and beautification.

## **BEST MANAGEMENT PRACTICES**

Several gardening practices make sense in many urban agriculture settings, whether gardening in the soil, raised beds, or other containers, even where soil testing does not indicate problems:

1. Remove any debris from the site, such as trash, metal, wood, and tires. Use care in removal and disposal of these materials, being aware of and following any pertinent regulations.
2. Cover the soil wherever possible. Do not leave soil in open areas uncovered, especially if the soil is known to be contaminated. Plant open areas with a ground cover or mulch them. Mulch paths and walkways between planting beds. Mulch not only keeps weeds in check and conserves water, it also helps prevent dust that may contain lead or other

contaminants from getting on crops or other surfaces participants may touch. Install landscape fabric under mulch to prevent erosion, evaporation, airborne dust, and weeds.

3. Wear gloves while working on the site.
4. Facilitate hand washing. Incorporate a hand washing station into the urban farm and train participants to use it frequently. Washing hands immediately after working in the urban farm is an important practice to prevent exposure to harmful materials that may be in the soil. Hand washing is even more important for children, who tend to put their fingers in their mouths and are more vulnerable to relatively smaller amounts of harmful materials.
5. Thoroughly wash produce from the site before storing, cooking, and eating. If desired, rinsing in a vinegar solution (1 part vinegar to 100 parts water) can help ensure that tiny particles of soil are washed off. Remove older, outer leaves of lettuce or leafy greens before eating. Peel root vegetables before eating.
6. Wear closed-toe footwear while working on the urban farm. If possible, remove shoes worn while at the farm before entering the home. Consider rinsing gardening items that may also have soil on them.

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## V. FOOD SAFETY GUIDELINES FOR URBAN ANIMAL PRODUCTION

### FOOD SAFETY GUIDELINES FOR RAISING SMALL RUMINANTS IN URBAN SETTINGS

Small ruminants can be a great addition to backyard or other urban agricultural production operations. Sheep and goats are versatile, easy to handle, require relatively small space and can produce meat, milk, fiber, and fertilizer while acting as a companion animal for the owner. Before starting an urban or backyard farm with livestock, become familiar with city zoning laws and municipal ordinances. Raising livestock in urban or peri-urban areas can create challenges, such as the animals living in close proximity to neighbors, disturbance due to noises and odors, restrictive municipal ordinances, and space limitations. To protect your health and the health of those consuming products from your livestock, it is important to keep a healthy herd/flock as well as practice good sanitation (clean and sanitized tools and equipment) and hygiene practices (clean hands, clothes, and personal protective equipment). For diversified farm operations (raising animals and growing fruits or vegetables) it is also important to follow Good Agricultural Practices (GAPs) and Good Handling Practices (GHPs) to minimize the risk of cross-contamination, particularly in relation to the management, storage, and application of animal manures/compost on the farm, as well as the practice of on-farm sanitation protocols.

#### **Sourcing Healthy Small Ruminants**

You want to begin with a healthy herd. Start by purchasing animals from a healthy herd/flock that has a well-documented herd health program free of diseases. Healthy small ruminants will eat regularly, chew their cud, have shiny hair and wool coats, strong legs and feet, are alert and sociable, and have bright and clear eyes. To prevent health problems, develop a herd health program that includes good husbandry practices, proper nutrition, a clean and well-ventilated environment, and preventive measures such as vaccination and deworming. Build a Veterinary-Client-Patient-Relationship (VCPR) with your local veterinarian. In other words, develop a relationship with the veterinarian so they can develop a herd health program for you, prescribe medications, and assist you with other questions or issues as they arise. Animal health is closely related to profitability, since healthy animals are more productive and produce animal products free of diseases that could impact public health. The implementation of a system of practices

designed to reduce the risk of introducing diseases to a herd/flock and prevent disease spread among animals is called biosecurity. Ideally you should work with a veterinarian to develop practical and cost-effective biosecurity measures. Good biosecurity practices include: proper handling of new animals, quarantine and isolation of new and sick animals, regular veterinary consultations, limiting contact with visitors, outside animals, and wildlife, use of animal identification, knowledge of interspecies disease transmission, and control of pests and rodents.

The following steps can be taken to develop a Herd Health Program and Biosecurity protocols for your farm. Please note that this is not an exhaustive list.

### **Develop a set of herd health protocols in consultation with your veterinarian:**

- Vaccination protocols
- Deworming protocols
- Kidding or lambing protocols
- Treatment protocols
- Culling plans
- Nutrition practices (ration formulation, body score assessment, available feed sources, etc.)
- Record keeping of new additions, disease events, provided feed, reproduction and production records, body condition scores, laboratory testing results, etc.

### **Housing:**

- Assess available space for pasture and shelter (barn or shed)
- Provide well-ventilated shelters
- Provide clean feeding and watering areas
- Provide protection from predators (e.g., fencing)
- Regularly clean and sanitize housing
- Separate animals by age if possible

### **Biosecurity Practices (or Standard Operating Procedures SOPs):**

#### **Purchasing new animals:**

- Check the health status of the source herd/flock
- Quarantine: Isolate new animals for a least 2 weeks (ideally 30 days)
- Vaccinate and deworm new animals

- Separate animals by age

### **Traffic Control:** (movement of people, animals, and equipment)

- Restrict visitor access to barns, pastures, kidding/lambing areas
- Wear personal protective equipment (PPE) when handling animals, cleaning barns or removing bedding
- Examples of PPE: gloves, coveralls, dedicated boots
- Clean, scrub and sanitize boots after using in dirty environments (contaminated with animal manure or bedding)
- Provide PPE to visitors
- Avoid sharing equipment or tools with neighbors to prevent cross-contamination
- Clean and disinfect your vehicle or trailer after transporting animals (e.g., from fairs, shows, etc.)

### **Pest Control:** rodents (rats and mice)

- Remove food, water, and shelter areas of rodents, and seal entryways (in feed storage facilities and barns)
- Feed pets only the amount of food they will eat at a single feeding or bring food inside at night
- Keep garbage, trash, and garden debris in receptacles with tight-fitting lids
- Habitat control: Thin dense vegetation (shrubs, climbing hedges, tree limbs)
- Seal all cracks and openings (e.g., house, barns, coops, etc.)
- Place traps or bait stations (keeping them away from pets and children) every 25 to 50 feet around the perimeter of the house
- Place traps along beams, walls and ceiling routes and doors
- Monitor all traps regularly and dispose of dead rodents immediately

### **Sanitation and cleaning of barn and equipment:**

- Remove all grossly visible debris. The presence of contaminated organic material, especially feces, will inactivate most disinfectants.
- Wash the area or item with water and detergent.

- Thoroughly rinse the cleaned area to remove any detergent residue. Some disinfectants may be inactivated by detergents. Therefore, it is very important to rinse well after washing the area or item.
- Allow the area or item to dry completely.
- Select and apply an appropriate, effective disinfectant. There are many disinfectants and the efficacy will depend on the use of the right disinfectant for the targeted virus or bacteria, adequate concentration (more is not better), contact time, and consistency. See Appendix 5 for characteristics of different disinfectants.
- Always read the entire product label and follow dilution instructions explicitly to ensure that the safest, most effective concentration is applied. Contact time may vary depending on the disinfectant selected, but is usually at least 10 minutes.
- Low concentrations of bleach or sodium hypochlorite (NaOCl) (2 to 500 ppm) are active against vegetative bacteria, fungi, and most viruses. (Note: household bleach contains 6% sodium hypochlorite). See Table 1 for bleach dilutions. Higher concentrations (2500ppm and above) are highly corrosive and are irritating to the mucous membranes, eyes, and skin so should be limited in use and must be used with extreme caution. Other disinfectants commonly used in livestock facilities are oxidizing agents (e.g., Virkon-S®), phenols (e.g., Tek-Tol®) and quaternary ammonium compounds (D 256®). Note: bleach should never be mixed with acids or ammonia as this will result in the release of toxic chlorine gas.
- Thoroughly rinse away any residual disinfectant and allow the area or item to dry.

**TABLE 1. BLEACH DILUTIONS. (ADAPTED FROM: DEVORAK ET AL, 2008. DISINFECTION 101. THE CENTER FOR FOOD SECURITY & PUBLIC HEALTH, IOWA STATE UNIVERSITY)**

Sodium Hypochlorite %	Bleach Solution Ratio	Bleach Dilution	ppm (Available Chlorine)	Comments **Always use on cleaned surfaces
0.025%	1:200	1.5 Tbsp (0.6 oz) bleach to 1 gallon water	250 ppm	Common household use
0.1%	1:50	1/8 C (1 oz.) bleach to 1 gallon water	1000 ppm	Commonly used
0.16%	1:32	1/2 cup (4 oz.) bleach to 1 gallon water	1562.5 ppm	Commonly used
0.5%	1:10	1.5 cups (12 oz.) bleach to 1 gallon water	5000 ppm	This is a very strong solution and should be used on a limited basis.

### Minimizing the Risk of Cross-Contamination on the Farm

Zoonoses are diseases transmitted directly or indirectly between animals and humans. Foodborne illness is the most frequently observed preventable disease of zoonotic origin, usually caused by ingesting contaminated and improperly handled meat, milk, or vegetables. Foodborne pathogens can be bacteria (e.g., *Campylobacter*, *Salmonella*, *E. coli* O157:H7), viruses (hepatitis E virus), or parasites (e.g., *Cryptosporidium*). Many of these pathogens are harbored in the gastrointestinal tract of healthy domestic animals and wildlife. The introduction of foodborne pathogens to vegetable crops may occur through different routes such as wildlife intrusions (e.g., deer, rodents), contaminated water, domestic animals (i.e., livestock, poultry, and pets), application of untreated manure, contaminated equipment or vehicles, and through farm workers.

Livestock are considered reservoirs for certain pathogens and there are many factors that affect the shedding of these pathogens, such as age, husbandry practices, diet, season, and environmental conditions. Small ruminants are carriers of some of these pathogens, including *Campylobacter*, *Salmonella*, and Shiga Toxin-Producing *Escherichia coli* (STEC). Raising healthy small ruminants by following good husbandry practices will reduce the risk of transmission and shedding of these pathogens through the feces. Because pathogens can be present in manure,

there is an increased risk of pathogen spread via food products (i.e., vegetables, fruits, and nuts) when uncomposted or raw manure is applied to crop fields or indirectly contaminates the soil or water. Creating and maintaining adequate separation from animals on adjacent fields or from sources on your own farm is essential. Your crop vegetable fields should be located at a safe distance from sources of animal contamination, such as barns, manure, bedding and compost storage, and other potential runoff sites. When planning to bring animals to your backyard, consider potential runoff issues and wind directions that can blow dust onto your crops.

### **Guidelines for Producing Safe Milk**

Healthy animals are less likely to carry zoonotic diseases (those that are transmitted from animals to humans) and foodborne pathogens (transmitted through food). There are several zoonotic diseases transmitted through milk (e.g., *Brucella*, *Listeria*, Tuberculosis, and *Coxiella burnetii*). Other zoonotic illnesses are a result of direct or indirect fecal contamination (e.g., *Salmonella*, *Campylobacter*, *E. coli* O157:H7). Animals carrying zoonotic pathogens appear healthy and normal. The consumption of raw milk (unpasteurized milk) has been linked to several foodborne outbreaks in the United States. Minimize microbial contamination and growth in milk by milking clean and healthy animals in a clean environment and by assuring that the milking system, storage, and processing equipment are properly cleaned, sanitized, and maintained. Home pasteurization and heat treatment (heating at 145°F for 30 minutes or at 165°F for 15 seconds) will destroy disease-producing bacteria and reduce the number of bacteria in milk that can produce off-flavors or spoil milk. Several tools/equipment can be used for home pasteurization such as a pasteurizer, double boiler, or glass jars placed in a heated water bath. In order to sell milk or milk products for human consumption, a farm must be licensed and meet the local and state requirements regarding milk quality and safety. If you are in California, please contact CDFA (<https://www.cdfa.ca.gov/dairy/>) for more information.

## **FOOD SAFETY GUIDELINES FOR URBAN POULTRY**

There are a number of important food safety considerations when raising chickens in urban environments. Chickens can add tremendous value to an urban farm as a source of protein in the forms of eggs and meat, as a pest control measure to help control slugs and other garden pests, and as a reliable source of fertilizer, revenue, and educational opportunities for garden visitors. Yet there are important steps every urban farmer should take to ensure the maintenance of a healthy

flock and minimize the risk of cross-contamination and transmission of diseases between animals and humans.

This section will discuss the importance of *biosecurity*, namely a set of management practices designed to help reduce the introduction and spread of disease-causing organisms onto and between farms. It will also discuss the importance of good soil practices, as well as good hygiene practices that minimize the risk of human infection or consumption of heavy metals from backyard or urban poultry production. Key topics include good husbandry practices, including sourcing healthy chicks from a reliable source, ensuring good nutrition, and preventive health measures through clean and well-maintained housing, sanitation, water, soils, and ongoing management. Good Handling Practices (GHPs) including washing and sanitizing surfaces, good health and hygiene practices associated with washing hands after handling poultry, and use of and/or cleaning and sanitizing personal protective equipment utilized in poultry production are also important to minimize human risk of exposure to possible pathogens and contaminants.

Before planning a backyard or commercial flock, it's also important to be aware of your city ordinances. Be sure to determine if keeping chickens in the city is legal and if there are any other restrictions such as the number of hens that can be kept, the size or location of coop, allowance of slaughter, etc. If producing eggs for sale, make sure to follow California laws pertaining to egg handling for sale (see Food Safety Laws for Egg Producers in Section II of this guide). For more general information on raising chickens in the city, please refer to our resources section.

### **Biosecurity Measures to Keep Carriers of Disease Away**

In most circumstances chickens pose a relatively low risk of giving disease to humans, however there are a few that can be transmitted back and forth. Proper care and handling of eggs and processing of poultry carcasses are critical to avoid problems. Appropriate disposal of dead birds and used litter are also important.<sup>1</sup>

Some of the diseases that affect poultry can cause illness and death in the poultry (eg. Marek's disease virus) but have no effect on human health. Other diseases (*Salmonella enteritidis*, *Campylobacter*) do not affect poultry health, but can adversely affect human health. In either case, it is important to protect both poultry and humans from risk of exposure to harmful pathogens. There is some concern that the upsurge in number of small backyard flocks, particularly if not

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<sup>1</sup> <http://ucanr.edu/sites/poultry/files/186897.pdf>

properly managed, might significantly increase the probability of disease exposure to the commercial industry. As such, it is important to follow best practices to minimize the risk of disease in your flock using the following strategies:<sup>2</sup>

- Source chicks from a reliable hatchery that participates in the National Poultry Improvement Plan (NPIP) "U.S. *Salmonella Enteritidis* Monitored Program" and are vaccinated against Marek's disease.
- Minimize exposure to wildlife (e.g., birds, mammals), pests (e.g., rodents, mice), and domestic animals that may be carriers of diseases harmful to chicken health. Waterfowl in particular are a reservoir for avian influenza, but other animals can carry or spread the virus.
- Build shade/shelter structures and/or chicken runs that are enclosed with hardware cloth that prevent exposure to other animals. Hardware cloth is recommended because it is strong and has small holes that wildlife (e.g., mice, rats, raccoons, skunks, opossums) can't break through. The thicker and closer together the squares are, the better.
- All chicken coops should have a solid floor with litter or slatted floor to prevent pests from entering.
- If you observe a large presence of birds or wildlife predators near your chickens, consider hanging predator repellent tape (shiny tape that can scare birds and other predators).

**Housing:** Your chickens will need a dry spot to lay eggs, roost, and generally feel safe when they're not out scratching and hunting for bugs. Chickens need a nest box (1 box per 5 birds) to lay eggs and a perch to rest on (need at least 6" of perch space per bird). Chicken coops can be broken down into two basic categories: mobile and permanent. A mobile pen is light enough to be moved around the yard or garden and allows for a controlled movement of the chickens and their litter. A permanent pen restricts the chickens to one area. Hens can be released from both pens during the day to roam the yard, and easily trained to return to roost at night. Many times, permanent pens include a "run," an area outside of the coop where hens can scratch and dust bathe while still being confined within a perimeter fence.<sup>3</sup> However, it is important to minimize risk of exposure to other wildlife as mentioned above.

**Outside runs:** It is recommended that outside runs be covered with good quality hardware cloth and roofing that will keep out wild birds and keep the chickens inside. Some may find this

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<sup>2</sup> <http://ucanr.edu/sites/poultry/files/265801.pdf>

<sup>3</sup> ATTRA 2017: <https://attra.ncat.org/attra-pub/poultry/urban.html>

inconvenient, but it is important. Wild birds can carry diseases that can kill chickens or set up a reservoir of infection that could get into the area's commercial poultry industry with devastating consequences.<sup>4</sup>

**Pest control:** Rats and mice like to nest near food and shelter and thrive in areas where chicken feed is improperly stored and excessive spillage occurs. Clean up any spilled feed. Rats could become a problem in excessively wet areas or where water leaks occur. Feed should never be sprinkled into the litter or floor of poultry houses. This only encourages rodents to hang around the coops. Feed should be properly dispensed in hanging hoppers that limit access to rodents. Also, unused feed should be stored in closed containers in a cool area. A rodent control program of bait feeding and/or trapping should be mandatory in addition to all other precautions. Look for signs of mice or rat infestation (i.e., feces, chewing marks, burrows, fur, tracks). Install, monitor, and dispose of traps on a regular basis. Install fences to deter wildlife such as coyotes, foxes, raccoons, or opossums. Rats and rodents can carry many pathogens that are harmful to both humans and poultry, such as *E. coli*.<sup>5</sup> As such, it is important to take precautionary measures to minimize the intrusion of rats and rodents into the chicken coop.

**Keep a clean coop:** Remove all feathers and dander to reduce viral load in the environment, then use a "dry cleaning" method; use a rag and wipe down all the surfaces. Avoid using water in cleaning because it can promote bacteria and viruses. Keep environment dry. Ensure the feed you provide your birds is medicated to keep *Coccidia* levels low. *Coccidia* is deadly to chickens, but not harmful to humans. Change the litter regularly.

### Minimize Risk of Lead Contamination

To minimize the risk of lead contamination, evaluate the farm/garden site history and adjacent land use to determine if there are any known sites on or adjacent to the farm that may have a risk of prior contamination (such as former dumpsites, old homesteads, barn sites, or other industrial

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<sup>4</sup> <http://ucanr.edu/sites/poultry/files/186897.pdf>

<sup>5</sup> Rats pose health threat to poultry, humans." ScienceDaily. ScienceDaily, 14 January 2016. [www.sciencedaily.com/releases/2016/01/160114121740.htm](http://www.sciencedaily.com/releases/2016/01/160114121740.htm)

use). If there is evidence of possible risk, take the following measures to minimize the exposure of chickens to contaminated soils:<sup>6</sup>

- Have your soil tested by a certified lab and work with UC Cooperative Extension to evaluate results. If elevated risk, consider having eggs tested by a diagnostic lab or chicken's blood tested by a veterinarian.
- Locate the coop/chicken run away from any known potential or historical contaminants (consider risk of drift from adjacent land use as well).
- Add clean soil, clean cover material to the area of concern.
- Discourage flock from eating soil: Provide flock regular feed, grit, and calcium supplements in feeders, instead of scattering food, to reduce ingestion of soil. Calcium may reduce uptake of lead (Pb) into eggs.
- Avoid feeding chickens unwashed plant material especially from contaminated garden/farm/yard areas. Best to use reliable source of clean table scraps/feed.
- Keep the coop and run clean at all times: Apply clean straw/mulch to the chicken run and change on a regular basis to reduce exposure to the soil.
- Limit open foraging to reduce exposure to soil contaminants and wildlife that may be carriers of harmful pathogens.

### **How to Test for *Salmonella enteritidis* (SE) in Your Urban Farm:**

*Salmonella* is type of bacteria commonly found in poultry. However, *Salmonella enteritidis* (SE) is a specific serotype of *Salmonella* that can cause foodborne illness in humans while typically showing no signs of disease in poultry. Commercial poultry farms in the U.S. with more than 3,000 laying hens are required by law to test the environment that their birds are raised in for the presence of SE. While not all chickens are carriers of *Salmonella enteritidis*, for the health and well-being of you, your family, and those who may come in contact with your chickens, you might consider testing for *Salmonella enteritidis*. Testing one or two times per year will give you some indication

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<sup>6</sup> "Understanding Your Test Results: Lead in Chicken Run Soils and Chicken Eggs." Recommendations taken from project results shared with gardeners. 6pg. Updated October 2012

"What Gardeners Can Do: Tips for Urban Chicken Keepers" 2pg. 2013.

Spliethoff, Henry M; Mitchell, Rebecca G; Ribaud, Lisa N; Taylor, Owen; Shayler, Hannah A; Greene, Virginia; Oglesby, Debra. 2013. Lead in New York City Community Garden Chicken Eggs: Influential Factors and Health Implications: <http://hdl.handle.net/1813/47659>

of any risk associated with SE in your laying hens. UC Cooperative Extension provides guidelines for procedures on how to test for SE in your flock: <http://ucanr.edu/sites/poultry/files/243638.pdf>.

## **Minimize Risk of Exposure to *Salmonella enteritidis* (SE) and Other Pathogens Carried by Poultry**

In addition to SE, poultry can also be carriers of *Campylobacter*. To minimize risk of exposure to pathogens carried by poultry, wash hands with soap and warm water (for at least 20 seconds) scrubbing nails and between fingers after handling birds and baby chicks, and after coming into contact with chicken feces (in the coop or back yard). Use disposable hand towels. Do not rely on antibacterial gel or wipes. Consider dedicating a pair of boots solely for use in the chicken coop. Avoid wearing shoes in the house that have come into contact with chicken feces in the yard, on the farm, or in the coop. Do not wash feeders, waterers, or other equipment in the kitchen sink. The CDC recommends to cook all poultry and eggs thoroughly. Do not eat or drink foods containing raw eggs. Wash hands, kitchen work surfaces, and utensils with soap and water immediately after they have been in contact with raw meat, poultry, or eggs. Be particularly careful with foods prepared for infants, the elderly, and the immunocompromised.

## **Avoid Risk of Pathogen Exposure from Use of Chicken Manure as Fertilizer**

Because poultry may carry foodborne pathogens, such as *E. coli*, *Salmonella*, or *Campylobacter* in their gastrointestinal tract, there is an increased risk of pathogen spread via food products (e.g., vegetables, fruits, and nuts) when manure is applied to crop fields. Some pathogens can persist for long periods in the soil. *Salmonella* can persist in the litter applied to fields for more than 6 months. *Campylobacter* can persist for about 25 days. Factors affecting the survival in the soil (and compost) include livestock species, pathogen, manure type, composition (e.g., humidity, dry matter), soil type, environmental conditions (e.g., season, ambient temperature, rainfall, sunlight, etc.). To minimize the risk of exposures to enteric pathogens, compost the manure following industry standards including appropriate turning, duration, and at the right temperatures. For more details, see the composting manure section.

## Food Safety in Egg Production and Storage

The following are some general recommendations on effective egg handling practices, or standard operating procedures (SOPs) to minimize food safety risks to consumers of eggs. For more information see the resources section of this guide.<sup>7</sup>

### Egg Collection

- Keep fresh, clean bedding in front of nests.
- Make rollout options available.
- Collect eggs at least twice daily, more often if extremely hot or cold weather.
- Use clean baskets, plastic or paper flats, cartons.
- Discard excessively dirty, cracked or misshapen eggs.

### Washing Eggs

#### For backyard owners:

It is typically recommended not to wash eggs. Washing eggs if done incorrectly can result in pathogenic bacteria getting to the inside of the egg and potentially proliferating. Rather, collect eggs daily, remove dust/soil/manure/feathers from eggshells, and refrigerate immediately. Try and reduce floor eggs.

#### For commercial egg handlers:

- It is best to wash eggs as soon as you collect them. This helps limit contamination and loss of interior quality. Wash water must be potable.
- All processing facilities and equipment must be kept clean and in good repair and shall be completely washed at the end of each day's operation.
- Lighting and equipment should be adequate to properly identify egg defects in the candling booth and the processing area.
- Potable water with less than 2 ppm of iron shall be used.
- Wash water shall be maintained at 90 degrees Fahrenheit or higher and at least 20 degrees Fahrenheit higher than the temperature of the eggs to be washed in order to prevent the absorption of water and bacteria through the membrane into the egg. Never let eggs sit in water.

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<sup>7</sup> California Egg Quality Assurance Plan (PEPA – Pacific Egg and Poultry Association) website: <http://www.pacificegg.org/ceqap.html>.

- A USDA approved cleaning compound shall be used in the wash water.
- Wash water shall be added continuously and replaced every four hours.
- Washed eggs shall be spray rinsed with warm water and a USDA approved sanitizer.
- If eggs are to be oiled, follow USDA guidelines.

## **Storage**

### **For commercial egg handlers:**

- Eggs should be placed in a cooler or refrigerator immediately after gathering and stored at 45 degrees F. Do not store eggs with foods or products that give off strong odors since eggs may absorb the odors.
- Store (and package) eggs with the small end down.
- Eggs stored at room temperature (75 degrees F) can drop as much as one grade per day. Fertile eggs held at a temperature above 85 degrees F for more than a few hours can allow the embryo start to develop.
- Store only clean, dry eggs with unbroken shells.
- Label egg cartons according to applicable federal, state, or local laws and avoid reusing them.

For more detailed information on best practices for raising small ruminants and/or poultry on an urban farm, including how to construct safe housing, manage and compost manure, food safety checklists for egg handlers, etc. please consult the resources section.

## SECTION VI. MANURE AND COMPOST MANAGEMENT

Produce growers may use animal manure to improve soil fertility and quality. Manure and compost applications can improve soil health, including nutrient availability, water retention, drainage, aeration, and structure. However, organic farmers must follow certain safety restrictions between application and harvest. The prevention of microbial contamination of crops is based on time-interval criteria between application of raw manure and crop harvest. The United States Department of Agriculture (USDA) National Organic Program (NOP) rule requires a 120 day interval between incorporating raw manure into the soil and harvest for crops that have edible portions in direct contact with the soil surface and 90 days for crops that have edible portions not in direct contact with the soil.<sup>1</sup>

Manure is of particular importance to organic farmers because they are prohibited from using synthetic fertilizers. But uncomposted manure may be a source of pathogens. The direct and indirect use of manure in crops increases the potential for exposure to foodborne pathogens and consequently can become a food safety hazard. Proper manure and compost processing and application practices are necessary for the reduction of pathogen load. Controlled composting processes (based on temperature and pile turning) have been demonstrated to adequately reduce the microbial load of foodborne pathogens. For turned pile composting, the temperature of the pile should be maintained at 131 degrees F or higher for 15 days or longer and the pile should be turned a minimum of 5 times. For aerated static composting, the temperature of the pile should be maintained at 131 degrees F or higher for three consecutive days. Monitoring the pile with thermometers is the only effective way to verify that required temperatures have been reached. Turning times and temperature should be documented. Aged manure piles without turning or control temperature may not reach the required temperatures and time for pathogen reduction. There are many factors affecting the survival of pathogens including the C:N ratio (organic source), temperature, humidity, O<sub>2</sub>, bedding (e.g., straw, rice hulls, wood shavings, etc.), turning, and time.<sup>2</sup>

Composting in small-scale urban and peri-urban settings may be challenging. Work with your local farm advisor or extension educator to develop a composting protocol customized to your needs and resources to reduce pathogens.

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<sup>1</sup> [https://www.ams.usda.gov/sites/default/files/media/Manure%20in%20Organic%20Production%20Systems\\_FINAL.pdf](https://www.ams.usda.gov/sites/default/files/media/Manure%20in%20Organic%20Production%20Systems_FINAL.pdf)

<sup>2</sup> [https://www.nrcs.usda.gov/Internet/FSE\\_DOCUMENTS/nrcs143\\_022229.pdf](https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/nrcs143_022229.pdf)

Integration of sustainable practices such as the use of small ruminants for grazing in fields destined for vegetable cultivation may introduce additional food safety risks. Raw manure deposited in production fields by grazing animals may introduce foodborne pathogens to the growing environment and lead to increased contamination of produce, especially high-risk crops (eaten raw), such as lettuce, tomatoes, or spinach. Limited science-based data exists to define the microbial risk or adequate waiting period after animals graze a produce field prior to harvest. Organic farmers in the United States follow the National Organic Program (NOP) standards, which require 90 or 120 days between incorporating raw manure into the soil and harvest. Although not specifically addressed in NOP, farmers using grazing within production fields may also use this standard.<sup>3</sup>

The following SOP provides the key elements for safe and effective manure and compost management and application in urban farms.

### **SOP: Manure and Compost Application in Urban Farms or Home Gardens:<sup>4</sup>**

- Keep manure storage areas physically isolated from vegetable handling facilities, home garden fields, equipment, and open water sources.
- Use covers or barriers to minimize the risk of leaching, runoff, or spreading by wind.
- Properly compost animal manure following industry standards.
- Avoid re-contamination by separating piles, minimizing leaching or runoff, and reducing the risk of introduction of wild or domestic animals.
- Practice good personal hygiene when handling manure or compost. Use proper PPE and sanitation. Wash hands after handling manure or compost. Wear a mask or mist the compost if it is dusty.
- Maximize the time between application of animal raw manure to garden areas and harvest of vegetable crops.
- Application of manure and harvesting interval: (time between application and crop harvest) follow the 90-120 days NOP rule described above.
- Apply untreated manure only in crops with a lower risk, e.g., crops normally cooked and/or produce not in direct contact with the soil.

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<sup>3</sup> <http://ucanr.edu/sites/poultry/files/265805.pdf>

<sup>4</sup> Graham, C., Adhikari, A., Malekian, F., Fontenot, K., Lewis Ivey, M.L. (2015). *Manure Use: Best Practices to Ensure On-Farm Food Safety*. Factsheet by LSU AgCenter and Southern University Agricultural Research and Extension Centers. [http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/14\\_pub3463\\_manureuse\\_finalpdf.pdf](http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/14_pub3463_manureuse_finalpdf.pdf).

- Minimize the contact between produce and applied manure (e.g., plastic mulch).
- Untreated or uncomposted manure should not be used as a side-dress or top dress for crops; always incorporate raw manure into the soil.
- Consider using cover crops to minimize manure nutrient leaching or runoff from fallow fields.
- Keep records of the type of manure being applied (age, treatment, source, etc.), composting method (turning times, temperature, feedstocks used, etc.), date of application, rate (quantity applied), method of application, and what crops will be grown.
- During growing and harvest seasons, keep domestic and wild animals and pets out of areas with vegetable crops.

For more detailed instructions for on-farm composting, and best practices to ensure on-farm food safety with the use of manures and compost, please consult the resources section of this guide.

## RESOURCES

### ORGANIZATIONAL RESOURCES

The following organizations provide free or low cost informational resources for small farms on food safety, regulations, and other topics. Some of these organizations periodically organize in-person trainings and other events.

**UC Agriculture and Natural Resources**

<http://ucanr.edu/sites/UrbanAg/>

**UC Cooperative Extension Small Farm Program**

[http://sfp.ucdavis.edu/food\\_safety/](http://sfp.ucdavis.edu/food_safety/)

**Community Alliance with Family Farmers / the Farmers' Guild**

<http://www.caff.org/programs/foodsafety/>

**National Sustainable Agriculture Coalition**

<http://sustainableagriculture.net/publications/>

**Sustainable Economies Law Center**

[http://www.theselc.org/food\\_resources](http://www.theselc.org/food_resources)

### SECTION II: FOOD SAFETY LAWS FOR URBAN AGRICULTURE

**California Department of Food and Agriculture (CDFA)**

[https://www.cdfa.ca.gov/ahfss/Animal\\_Health/Food\\_Safety.html](https://www.cdfa.ca.gov/ahfss/Animal_Health/Food_Safety.html)

**CDFA Small Farm Food Safety Guidelines (multiple languages)**

[https://www.cdfa.ca.gov/is/i\\_&c/sffsg.html](https://www.cdfa.ca.gov/is/i_&c/sffsg.html)

**Sustainable Economies Law Center**

[http://www.theselc.org/food\\_resources](http://www.theselc.org/food_resources)

### **Community Alliance with Family Farmers / the Farmers' Guild**

<http://www.caff.org/programs/foodsafety/>

### **University of California Agriculture and Natural Resources Urban Ag**

[http://ucanr.edu/sites/UrbanAg/Laws\\_Zoning\\_and\\_Regulations/General\\_Laws\\_Zoning\\_and\\_Regulations\\_and\\_Legal\\_Resources\\_for\\_Urban\\_Agriculture/](http://ucanr.edu/sites/UrbanAg/Laws_Zoning_and_Regulations/General_Laws_Zoning_and_Regulations_and_Legal_Resources_for_Urban_Agriculture/)

### **U.S. Food and Drug Administration- Fact Sheets on FSMA**

<https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm247546.htm>

## **SECTION III: DEVELOPING A FOOD SAFETY PROGRAM FOR YOUR URBAN FARM**

### **General Food Safety Tips**

Farm Food Safety Plan Writing Resources: <https://producesafetyalliance.cornell.edu/resources/farm-food-safety-plan-writing-resources>

Bridging the GAPS, Farm Guide Good Agricultural Practices and On-Farm Food Safety for Small, Mid-Sized and Diversified Fruit and Vegetable Farms: [https://agr.wa.gov/Inspection/GAPGHP/docs/GAP\\_GHPmanualEnglish.pdf](https://agr.wa.gov/Inspection/GAPGHP/docs/GAP_GHPmanualEnglish.pdf)

Standard Operating Procedures Needed for GAPs and How to Write Them: <https://www.uvm.edu/~susagctr/whatwedo/producesafety/GAPsResources/gapresWriteSOPs.pdf>

Key Points of Control and Management for Microbial Food Safety: Edible Landscape Plants and Home Garden Produce: <http://anrcatalog.ucanr.edu/pdf/8101.pdf>

Food Safety Tips for School Gardens (USDA): <http://nfsmi.org/documentlibraryfiles/PDF/20110822025700.pdf>

Implementing Farm To School Activities: Food Safety (USDA): <https://www.fns.usda.gov/farmtoschool/implementing-farm-school-activities-food-safety#onfarm>

To learn how to make an inexpensive hand washing station, watch UCCE video here: <https://www.youtube.com/watch?v=0XCXVcTVQMc>

### Disinfection and Sanitizing

Cleaning and Sanitizing the Kitchen: using inexpensive household products  
<https://extension.colostate.edu/docs/pubs/foodnut/kitchen-sanitize.pdf>

The Center for Food Security and Public Health, Iowa State on Disinfection: <http://www.cfsph.iastate.edu/Disinfection/>

Devorak et al, 2008. Disinfection 101. The Center for Food Security & Public Health. This guide is geared for disinfection in livestock operations.  
<http://www.cfsph.iastate.edu/Disinfection/Assets/Disinfection101.pdf>

Sign for Cleaning and Disinfection Protocol: [http://www.cfsph.iastate.edu/Maddies\\_Textbook/Resources/CleaningDisinfection/SignCleaningDisinfectProtocol.pdf](http://www.cfsph.iastate.edu/Maddies_Textbook/Resources/CleaningDisinfection/SignCleaningDisinfectProtocol.pdf)

Characteristics of Selected Disinfectants: <http://www.cfsph.iastate.edu/Disinfection/Assets/CharacteristicsSelectedDisinfectants.pdf>

Well disinfection procedures: [https://cchealth.org/eh/small-water/pdf/well\\_disinfection\\_procedures.pdf](https://cchealth.org/eh/small-water/pdf/well_disinfection_procedures.pdf)

## SECTION IV: SOILS IN URBAN AGRICULTURE: TESTING, REMEDIATION, AND BEST MANAGEMENT PRACTICES

### Soils and Soil Testing

Basic Soil Science. The University of California's Master Gardener Program has a "Garden Web" that offers a helpful list of common questions and answers on basic soil science, including soil texture, structure, pH, salinity, nutrients, and fertilizers, [ucanr.org/sites/gardenweb/Vegetables/?uid=26&ds=462](http://ucanr.org/sites/gardenweb/Vegetables/?uid=26&ds=462).

UC Davis Soil Web. The UC Davis Soil Web is a useful online tool that can give clues to past disturbances, soil removal, fill dirt additions, etc., in many areas of California, [casoilresource.lawr.ucdavis.edu/soilweb/](http://casoilresource.lawr.ucdavis.edu/soilweb/).

### **Brownfields Reuse**

Although urban agriculture is not yet a common reuse, the California Department of Toxic Substances Control (DTSC) offers helpful information about brownfields and California's voluntary cleanup program, [dtsc.ca.gov/SiteCleanup/Brownfields/index.cfm#CP\\_JUMP\\_13298](http://dtsc.ca.gov/SiteCleanup/Brownfields/index.cfm#CP_JUMP_13298).

"Re-Use: Creating Community-Based Brownfield Redevelopment Strategies," [planning.org/research/brownfields/](http://planning.org/research/brownfields/), is a website and downloadable guidebook that provides details on the reuse of brownfield sites, including agricultural use of remediated brownfields, and is also a helpful guide to community engagement, funding, site assessment, and cleanup of contaminated sites. The guidebook includes a case study of a brownfield site converted to a successful urban farm.

### **Soil Quality/Soil Health**

The USDA Natural Resources Conservation Service has a very useful website with a variety of resources, including assessment cards to use to evaluate soil, <http://www.nrcs.usda.gov/wps/portal/nrcs/site/soils/home/>.

### **Soil Testing and Remediation for Urban Agriculture**

Cornell University's Waste Management Institute has extensive information on soil testing and remediation, <http://cwmi.css.cornell.edu/soilquality.htm>.

"Heavy Metals and Gardens" offers multilingual resources for urban California residents on soil testing, interpreting results, and remediation, [google.com/site/healthygardeners/home](http://google.com/site/healthygardeners/home).

The Organic Materials Review Institute (OMRI) provides lists of certified organic soil and soil amendment sources that can help identify possible sources of certified clean soils and amendments, <http://www.omri.org/omri-lists>.

“Biochar: A Home Gardener's Primer” is a Washington State University Extension fact sheet that provides a quick overview of what biochar is, the science behind its manufacture and use, and how it affects soil, plants, and the environment, <http://cru.cahe.wsu.edu/CEPublications/FS147E/FS147E.pdf>.

“Activated Charcoal” is a University of Florida Extension web page that includes information on the various uses of activated charcoal in soil remediation, [http://solutionsforyourlife.ufl.edu/hot\\_topics/sustainable\\_living/activated\\_charcoal.shtml](http://solutionsforyourlife.ufl.edu/hot_topics/sustainable_living/activated_charcoal.shtml).

### **Policy-Related Resources on Urban Agriculture and Soil**

“Seeding the City: Land Use Policies to Promote Urban Agriculture” is a downloadable toolkit that focuses on best practices for urban agriculture, with helpful model comprehensive plan language on various aspects of farming in cities, including soil testing, [changelabsolutions.org/sites/default/files/Urban\\_Ag\\_SeedingTheCity\\_FINAL\\_%28CLS\\_20120530%29\\_20111021\\_0.pdf](http://changelabsolutions.org/sites/default/files/Urban_Ag_SeedingTheCity_FINAL_%28CLS_20120530%29_20111021_0.pdf).

“Dig, Eat, and Be Healthy: A Guide to Growing Food on Public Property” is a guidebook that offers strategies for negotiating the use of public land for growing food, including types of agreements and specific suggestions on how to handle the issue of soil testing in such agreements, and includes a helpful section on school gardens, [changelabsolutions.org/sites/default/files/Dig\\_Eat\\_and\\_Be\\_Happy\\_FINAL\\_20130610\\_0.pdf](http://changelabsolutions.org/sites/default/files/Dig_Eat_and_Be_Happy_FINAL_20130610_0.pdf).

## **SECTION V: FOOD SAFETY GUIDELINES FOR ANIMAL PRODUCTION IN URBAN FARMS**

### **Small Ruminants**

eXtension Materials - Goats: <http://articles.extension.org/goat>

Keeping Your Goats Healthy:

<http://articles.extension.org/pages/64562/keeping-your-goats-healthy>

Goat Vegetation Management:

<http://articles.extension.org/pages/19563/goat-vegetation-management>

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## CALIFORNIA URBAN AGRICULTURE FOOD SAFETY GUIDE

Coffey, Linda. 2017. Sheep and Goats: Frequently Asked Questions, NCAT/ATTRA, 2017: <https://attra.ncat.org/attra-pub/viewhtml.php?id=579>

An Illustrated Guide to Sheep and Goat Production: <https://attra.ncat.org/attra-pub/summaries/summary.php?pub=218>

Managing Internal Parasites in Sheep and Goats: <https://attra.ncat.org/attra-pub/summaries/summary.php?pub=215>

Small Ruminant Resources: <https://attra.ncat.org/attra-pub/viewhtml.php?id=221>

Small-Scale Livestock Production:

<https://attra.ncat.org/attra-pub/summaries/summary.php?pub=371>

Maryland small ruminants website: <https://www.sheepandgoat.com>

An introduction to animal husbandry and nutrition: <https://store.extension.iastate.edu/Product/An-Introduction-to-Animal-Husbandry-and-Nutrition>

Biosecurity for Sheep and Goat Producers: [http://oaktrust.library.tamu.edu/bitstream/handle/1969.1/87555/pdf\\_2605.pdf?sequence=1](http://oaktrust.library.tamu.edu/bitstream/handle/1969.1/87555/pdf_2605.pdf?sequence=1)

Regulatory requirements for distribution of milk for raw consumption in California: [https://www.cdfa.ca.gov/ahfss/Milk\\_and\\_Dairy\\_Food\\_Safety/pdfs/RawMilkRequirementsSummary.pdf](https://www.cdfa.ca.gov/ahfss/Milk_and_Dairy_Food_Safety/pdfs/RawMilkRequirementsSummary.pdf)

### **Poultry and Eggs**

Baier, Ann. Laying Hen Organic and Food Safety Checklist. ATTRA

Spliethoff, Henry M; Mitchell, Rebecca G; Ribaud, Lisa N; Taylor, Owen; Shayler, Hannah A; Greene, Virginia; Oglesby, Debra. 2013. Lead in New York City Community Garden Chicken Eggs: Influential Factors and Health Implications: <http://hdl.handle.net/1813/47659>

Understanding Your Test Results: Lead in Soil and Chicken Eggs: <https://ecommons.cornell.edu/handle/1813/48152>

What Gardeners Can Do: Tips for Urban Chicken Keepers: <https://ecommons.cornell.edu/handle/1813/48155>

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## CALIFORNIA URBAN AGRICULTURE FOOD SAFETY GUIDE

California Egg Quality Assurance Plan (PEPA - Pacific Egg and Poultry Association website):  
<http://www.pacificegg.org/cegap.html>.

Ernst, Ralph A. Hatching Egg Sanitation: The Key Step in Successful Storage and Production. Publication 8120. UCANR. <http://anrcatalog.ucanr.edu/pdf/8120.pdf>

Frame, David D. 2009. Considerations in Raising Small Backyard Flocks of Poultry in Population-dense Communities, AG/Poultry/2009-02pr, Utah Cooperative Extension.  
<http://ucanr.edu/sites/poultry/files/186897.pdf>

Pires, Alda. Mixed Species and Crops Considerations, Pastured Poultry Workshop October 27, 2015.- Downloaded from: <http://ucanr.edu/sites/poultry/files/265805.pdf>

Pitesky, Maurice. 2016. Root Simple Podcast: 76 Keeping Your Poultry Healthy with Dr. Maurice Pitesky <https://www.rootsimple.com/2016/02/076-keeping-your-poultry-healthy-with-dr-maurice-pitesky/>

Egg Products Inspection Act  
<http://www.fda.gov/RegulatoryInformation/Legislation/ucm148752.htm>

USDA Factsheet: [http://www.fsis.usda.gov/Factsheets/Focus\\_On\\_Shell\\_Eggs/index.asp#16](http://www.fsis.usda.gov/Factsheets/Focus_On_Shell_Eggs/index.asp#16)

California (CDFA) Egg Safety and Quality Management Program  
<http://www.cdfa.ca.gov/ahfss/mpes/esqm.html>

California Egg Quality Assurance Plan (from PEPA–Pacific Egg and Poultry Association)  
<http://www.pacificegg.org/cegap.html> Many more links within this site.

CALIFORNIA RETAIL FOOD CODE Excerpt From CALIFORNIA HEALTH AND SAFETY CODE  
PART 7. CALIFORNIA RETAIL FOOD CODE Effective January 1, 2012  
[www.cdph.ca.gov/services/Documents/fdbRFC.pdf](http://www.cdph.ca.gov/services/Documents/fdbRFC.pdf)

Egg Grading Manual, United States Department of Agriculture, Agricultural Marketing Service, Agricultural Handbook, Number 75

<http://www.ams.usda.gov/AMSV1.0/getfile?dDocName=STELDEV3004502> see Shell Egg Processing Plant checklist on pages 48-50.

<http://www.pacificegg.org/cegap.html>

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## SECTION VI: MANURES AND COMPOST MANAGEMENT

### Composting

Erickson, M., F. Critzer and M. Doyle. (2010). *Composting Criteria for Animal Manure*. Issue brief by the Produce Safety Project, Pew Charitable Trusts. <http://www.pewtrusts.org/~media/assets/2009/psp20issue20brief20seriespdf.pdf?la=en>.

Frankenfield, A. (2017). *Compost: How to make it and how much to use*. Factsheet by Pennsylvania State University Extension. <http://extension.psu.edu/business/start-farming/soils-and-soil-management/compost-how-to-make-it-and-how-much-to-use>.

Graham, C., Adhikari, A., Malekian, F., Fontenot, K., Lewis Ivey, M.L. (2015). *On-farm composting: Best Practices to Ensure On-farm Food Safety*. Factsheet by LSU AgCenter and Southern University Agricultural Research and Extension Centers. [http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/15\\_pub3460\\_onfarmcomposting\\_finalpdf.pdf](http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/15_pub3460_onfarmcomposting_finalpdf.pdf).

### Manure Management and Storage:

(2013). *Handling and Storage Options for Manure*. Series of factsheets, videos, and webcasts hosted by eXtension. <http://articles.extension.org/pages/8638/handling-and-storage-options-for-manure>.

Bradley, A.L. (2018). *Manure Management for Small and Hobby Farms*. Factsheet by Northeast Recycling Council. [https://nerc.org/documents/manure\\_management/manure\\_management\\_handbook.pdf](https://nerc.org/documents/manure_management/manure_management_handbook.pdf).

Graham, C., Adhikari, A., Malekian, F., Fontenot, K., Lewis Ivey, M.L. (2015). *Manure Use: Best Practices to Ensure On-Farm Food Safety*. Factsheet by LSU AgCenter and Southern University Agricultural Research and Extension Centers. [http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/14\\_pub3463\\_manureuse\\_finalpdf.pdf](http://edit.lsuagcenter.com/~media/system/6/7/c/1/67c15464da8a3e23b85e6edf7035331f/14_pub3463_manureuse_finalpdf.pdf).

Manure and Compost Management and Food Safety Risks:

Urban Agriculture Tool Kit from USDA: <https://www.usda.gov/sites/default/files/documents/urban-agriculture-toolkit.pdf>

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Using manure and compost as nutrient sources and vegetable crops:

<https://www.extension.umn.edu/garden/fruit-vegetable/using-manure-and-compost/>

Making Compost From Yard Waste: [https://pubs.ext.vt.edu/content/dam/pubs\\_ext\\_vt\\_edu/426/426-703/426-703\\_pdf.pdf](https://pubs.ext.vt.edu/content/dam/pubs_ext_vt_edu/426/426-703/426-703_pdf.pdf)

Soil Amendments: <http://gaps.cornell.edu/educational-materials/decision-trees/soil-amendments>

Tipsheet: Manure in Organic Production Systems: [https://www.ams.usda.gov/sites/default/files/media/Manure%20in%20Organic%20Production%20Systems\\_FINAL.pdf](https://www.ams.usda.gov/sites/default/files/media/Manure%20in%20Organic%20Production%20Systems_FINAL.pdf)

Gardening & Composting: <http://www.sanjoseca.gov/index.aspx?NID=1510>

Home Composters: <http://compostingcouncil.org/home-composters/>

Building your own composting bin: designs for your community: <http://compostingcouncil.org/wp/wp-content/uploads/2015/06/BuildingYourOwnCompostingBin.pdf>

Compost Bulking Materials: <https://ecommons.cornell.edu/bitstream/handle/1813/2314/compostfs5.pdf;sequence=4>

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# Appendix I

## On-Farm Food Safety Assessment for California Urban Farms

Prepared by Jennifer Sowerwine, UC Cooperative Extension/UC Berkeley

2018

This form is designed to help urban farmers assess and record any food safety risks on their farm, and identify and monitor what corrective actions, if necessary, should be taken to ensure the farm is following good agricultural practices, good animal husbandry practices, and good handling practices to minimize the risk of on-farm contamination. The materials herein are adapted from the USDA Good Agricultural Practices and Good Handling Practices Audit Verification Checklist and User's Guide<sup>1</sup> and the CDFA Food Safety Guidelines, which focus on fresh produce safety.<sup>2</sup> For more detailed information on how to assess good husbandry practices for small ruminants and poultry, please refer to section five of this guidebook and the resource section.

### **Instructions for how to use this form**

1. Review the document in advance. Determine when and how to do an on-farm risk assessment. For example, choose a time immediately after the rains to evaluate any risk of water runoff onto your crops. To evaluate whether workers are following good health and hygiene practices and implementing standard operating procedures, be sure to assess the farm during harvest season.
2. For each question – record Yes (it is already being done), No (if it still needs to be done), or N/A if it's not applicable to your farm operation. Record any notes or corrective actions that may be needed, in the notes section.
3. In the column labeled “Doc”, this indicates the type of documentation that may be required to show conformance to that question. For example, it might include documented standard operating procedures (**SOPs**) posted on the wall for workers to follow, or outlined in your food safety manual (**FSM**). Or it might include a record-keeping sheet (**R**) showing an action was taken. A “**P**” indicates that a policy or standard operating procedure is included in the Food Safety Manual to show conformance with the question.
4. As noted above, in some instances, observation of the practice is necessary to assess conformance with the question. This may involve making observations at the farm during harvest season to observe behavior of volunteers, workers and helpers.

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<sup>1</sup> [https://www.ams.usda.gov/sites/default/files/media/GAPGHP\\_Audit\\_Program\\_User%27s\\_Guide%5B1%5D.pdf](https://www.ams.usda.gov/sites/default/files/media/GAPGHP_Audit_Program_User%27s_Guide%5B1%5D.pdf)

<sup>2</sup> [https://www.cdfa.ca.gov/is/i\\_&c/pdfs/SFFSGbooklet-English.pdf](https://www.cdfa.ca.gov/is/i_&c/pdfs/SFFSGbooklet-English.pdf)

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## GENERAL FARM INFORMATION

Name of Farm:

Address of the farm:

Name of Person responsible for food safety at the farm:

Years farmed at this location:

Total acres farmed at this site:

Type of farm (check all that apply)

- Single Crop
- Diversified Crops
- Livestock
- Poultry

List type of crops and animals (attach CPC for diversified crops):

Are all crop production areas located at this site?    YES    NO

Other farm locations, total acres farmed, & crops grown (owned, leased/rented, contracted):

Do you sell your products? (If yes, indicate if crop or animal product)

Farmer has Grower I.D. # with Ag. Commissioner    YES    NO    Grower I.D. #

Farmer uses restricted materials    YES NO    List which ones:

Does farmer have general liability insurance for their farm?    YES    NO

Has owner/operator attended a GAP/GHP/food safety training?    YES    NO

When/Location:

## Implementation of a Food Safety Program

Questions		Yes	No	N/A	Doc	Notes: Describe:
1.	A documented food safety program that incorporates GAPs and GHP has been implemented.				D : FSM	
2.	A map exists that accurately represents the farm				Map	
3.	The farm owner has designated someone to implement and oversee an established food safety program:				D : FSM	
4.	The person responsible for food safety has taken a food safety training course					

## Traceability

Questions		Yes	No	N/A	D	Notes: Describe:
5.	If distributing produce at a farm stand where the food is grown, a sign with farm name and address is displayed onsite.				D: Sign R	
6.	When selling or donating produce off-site in a package, all produce is labeled with the farm name and address.					
7.	When selling directly to the public (rather than through a food facility such as a store or restaurant), records of the type of food sold and the date are kept for 30 days.					

## Pesticide Use Reporting Requirements

Questions		Yes	No	N/A	D	Notes
8	Grower keeps records of fertilizer and pesticide applications				D-R	
9.	Grower records and submits pesticide use reports by the 10 <sup>th</sup> day of the month following the month when pesticide application was completed.					
10.	Grower keeps pesticide use records for current year and two years prior.				D-R	

## WATER QUALITY

What is the source of irrigation water? (well -capped or uncapped-, municipal) please specify:

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How are crops irrigated? (Flood, drip, sprinkler, other) please specify:

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Question	Yes	No	N/A	Doc	Notes
11 An annual water quality test was conducted & record is kept on file. (Municipal Water District report OK)				D-water test	
12 Water quality is known to be safe for the crop <u>irrigation</u> method and crop being irrigated.				D-water test	

13	Potable water is used for all <u>chemical applications</u> and <u>produce washing</u> if applicable.				D-water test	
14	If necessary, steps are taken to protect irrigation water from potential direct and non-point source contamination (backflow).				Observe	
15	Water used in <u>washing and packing operation</u> is potable and sufficiently treated to reduce microbial contamination.				D-FSM	
16	Farm sewage treatment system/septic is functioning properly with no evidence of leaking/ runoff				Observe	
17	There is no municipal/ commercial sewage treatment facility or waste material landfill adjacent to the farm that may cause groundwater contamination or runoff to the farm.				Observe	

## ANIMALS/WILDLIFE/LIVESTOCK/POULTRY/ PEST CONTROL

Questions		Yes	No	N/A	D	Notes: Describe:
18	Crop production areas are <u>not</u> located near or adjacent to dairy, livestock, or fowl production facilities unless adequate barriers exist.				Observe	
19	<u>Measures are taken</u> to prevent runoff from adjacent land use (e.g. Livestock, dump or poultry operations) from contaminating crop production areas, using furrows and ditches.				Observe	
20	Crop production area has a 3-year buffer period if previously used for concentrated animal husbandry.					
21	Crop production areas are monitored for presence or signs of wild or domestic animals entering the land and is documented.				D-R Observe	
22	Measures are taken to reduce the opportunity for wild and/or domestic animals to enter crop production areas including fences.				D-R Observe	
23	Good husbandry practices are followed in small ruminant and poultry operations (see urban ag food safety guide for guidelines).				D-FSM	

24	Measures are taken to exclude animals or pests from packing and storage facilities ( <b>traps, mouse barriers, fly paper, enclosed packing area</b> ).				Observe	
25	There is an established pest/rodent control program for the facility if necessary and records are kept.				P-FSM R	

## SOILS

Questions		Yes	No	N/A	D	Notes: Describe:
2 6	A previous land use risk assessment has been performed.				R	
2 7	When previous land use history indicates a possibility of contamination, preventative measures have been taken to mitigate known risks, soils have been tested for contaminants and land use is commensurate with test results.				R	
2 8	Crop production areas that have been subjected to flooding have soil tested for potential microbial hazards.				R	
2 9	Manure stored near or adjacent to crop production areas is contained to prevent crop contamination.				Observe	

## Manure & Compost

Do you use anything besides chemical fertilizers for soil fertility? YES NO

If NO, choose option C below and skip ahead to soils. Otherwise, please choose one of the following options as it relates to the farm operation:

\_\_\_\_\_ Option A. Raw manure or a combination of raw and composted manure is used as a soil amendment.

\_\_\_\_\_ Option B. Only Composted manure are used as a soil amendment

\_\_\_\_\_ **Option C. No manure or municipal biosolids of any kind are used as a soil amendment.**

Only answer the following manure questions (questions 1-15 to 1-21) that are assigned to the Option chosen above. DO NOT answer the questions from the other two options.

Option A: Raw Manure		Yes	No	N/A	D	Notes: Describe:
30	When raw manure is applied, it is incorporated at least 2 weeks prior to planting or a minimum of 120 days prior to harvest (if crop touches soil) or 90 days (if not touching soil).				R	
31	Raw manure is not used on commodities that are harvested within 120 days of planting (if crop touches soil) or 90 days (if crop does not touch soil).				R	
32	If a combination of raw and treated manure is used, the treated manure is properly treated or composted to reduce the levels of pathogens.				D-FSM Certificate	
33	Untreated manure is properly stored prior to use.					

<b>Option B: Composted Manure</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>D</b>	<b>Notes: Describe:</b>
34	Only composted manure is used as a soil amendment.				R	
35	Composted manure is properly treated, composted or exposed to environmental conditions that would lower the expected level of pathogens.				D	
36	Composted manure is properly stored and protected to minimize recontamination.				D	
37	Analysis reports are available for composted manure				D	

### **Field Harvesting**

<b>Questions</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>D</b>	<b>Notes: Describe:</b>
38	All harvest containers are single use or are cleaned and sanitized on a daily basis, prior to use.				D - FSM	
39	All harvest tools (machetes, knives) are kept as clean as possible and disinfected on a regular basis.					
40	Damaged containers are properly repaired or disposed.					
41	A standard operating procedure or guidelines exists on what measures should be taken in the case of product contamination by chemicals, petroleum, glass breakage, pesticides or other contaminating factors.				P - FSM	

42	Measures are taken during harvest to inspect the field for and remove foreign objects such as glass, metal, rocks, dead animals, or other dangerous/toxic items that can contaminate the product.				P - FSM	
43	Harvesting containers are not used for carrying or storing non-produce items during harvest season.				D - FSM	
44	Efforts (such as not stacking buckets) have been made to remove excessive dirt and mud from product and/or containers during harvest.					
45	Remove or prevent the harvest of any potentially contaminated produce if signs of animal intrusion are detected (eg. droppings, chew marks)					

### Washing and Packing

Questions	Yes	No	N/A	D	Notes: Describe:
46	All harvested product is stored/handled to reduce possible contamination.				
47	Source water used in packing operation is potable.				
48	Produce wash water is sufficiently treated to reduce microbial contamination and when necessary, pH and strength levels monitored.				
49	Wash tanks are cleaned and sanitized on a scheduled basis.				D & R

50	Food contact surfaces are clean, sanitized and in good condition and cleaning logs maintained				D - FSM R	
51	Any water used for cooling or ice is potable and ice is manufactured, transported and stored under sanitary conditions.				R	

### **Packing House/Farm Stand/Storage Facility General Housekeeping**

Questions	Yes	No	N/A	D	Notes: Describe:	
52	All facilities, equipment and food contact surfaces are thoroughly cleaned and then sanitized prior to first use and then once a day during use or more often if needed.					
53	Chemicals (pesticides, paints, oil, gasoline) not approved for use on product are stored separately from packing area.				D-FSM Observe	
54	Area near packing facility is reasonably free of litter and debris.				Observe	
55	Area near packing facility is reasonably free of standing water.				Observe	
56	Shoes or boots worn in animal production areas are not worn in packinghouse to avoid cross contamination.					
57	Outside garbage cans/dumpsters are closed or located away from packing facility entrances and area around such sites is reasonably clean.				Observe	

58	Packing facility interior is clean and maintained in an orderly manner, especially objects above food handling area (fans, pipes, ducts, beams).				Observe	
59	Wastewater is disposed of away from food handling area by use of barriers, drains or sufficient distance.					
60	Product that is spilled or comes into contact with the floor is disposed of immediately.				P- FSM	

### **Product Containers & Storage**

<b>Questions</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>D</b>	<b>Notes: Describe:</b>
61	Only new, clean or sanitized containers are used for packing product.					
62	Empty packing containers (trays, baskets, boxes) are properly stored off the ground, covered, and sufficiently sealed to be protected from contamination (birds, rodents and other pests, etc.).				D-FSM	
63	Containers, pallets, boxes, bins, bags, storage areas are cleaned before use and in good condition. Damaged containers are discarded.					
64	Ensure refrigeration equipment is working properly. Measure and record temp. at least once daily.					

65	Storage facilities including coolers & farm stand are inspected (for leaking air conditioner, nests) and cleaned prior to loading with product. (no litter, standing water, evidence of pests, etc.) Records are maintained.				D-R	
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### **Transportation/Loading**

Do you transport product beyond the farm stand? (to schools, stores, farmers' market?)

YES NO If NO, skip to next section. If yes, answer below:

Questions		Yes	No	N/A	D	Notes: Describe:
66	Vehicles or equipment used to transport product from field to storage or storage to market are clean and in good repair.				D - FSM & R	
67	Vehicles that have carried live animals, manure/compost, or harmful substances (pesticides, solvents) are thoroughly washed, rinsed and sanitized before shipping produce.				D - FSM	
68	Produce is kept covered and as cool as possible immediately following harvest and during transport.				D - FSM	

## Health and Hygiene

Questions		Yes	No	Doc	Notes
69	Potable water is available to all workers (Fresh daily, covered).			R	
70	Training in proper sanitation, hygiene, and heat illness prevention is provided to all workers and is documented.			D-FSM & R	
71	Culturally appropriate and easily understood signs are posted instructing employees to wash hands before beginning or returning to work.			D-Sign	
72	Employees and visitors are required to follow good hygiene practices and wash their hands before beginning or returning to work and before applying gloves (if used).			P-FSM	
73	Workers and visitors ARE following good hygiene/sanitation practices and washing their hands before returning to work.			Observe	
74	A clean toilet with toilet paper, and trash bin is available for all workers and visitors.			Observe	
75	All toilet facilities are <u>clean &amp; serviced</u> on a scheduled basis and cleaning is documented.			D-FSM & R	
76	Clean handwashing station with potable water, soap, single use towels, trash bin and potable water is clean & located near toilet.			Observe	
77	Disposal of wastes from hand washing does not cause unsanitary conditions or contamination.				
78	Smoking and eating are confined to designated areas separate from where product is handled.			P-FSM	
79	Workers with diarrheal disease or symptoms of other infectious disease are prohibited from handling fresh produce.			P-FSM	

80	A policy exists describing how to handle and dispose of produce or food contact surfaces soiled with blood or other body fluids			P-FSM	
81	Workers are instructed to seek prompt treatment with clean first aid supplies for cuts, abrasions and other injuries.			P-FSM & R	
82	First aid kit is available at all times.			D-KIT	
83	Workers that apply regulated pre-and post-harvest materials (pesticides, growth regulators, fertilizers, fumigants, waxes & fungicides) meet all local, state and federal training and licensing requirements.			D- license R	

## RECORD KEEPING

The following records are kept (as required in CDFA Small Farm Food Safety Guidelines):

Questions		Yes	No	Doc	Notes
84	<b>Planting dates</b> – varieties, suppliers, etc.			R	
85	<b>Applications</b> of fertilizer, pesticides or any other inputs			R	
86	<b>Water testing</b> dates and results			R	
87	<b>Employee Training</b> – type of training (general safety, food safety), etc. dates, who was trained, follow up training			R	
88	<b>Animal entry</b> – dates when checked or observed, type(s) of animal signs, what action(s) you took to try to solve or mitigate the problem			R	
89	<b>Equipment maintenance</b> – dates, type of maintenance, which piece of equipment (including refrigeration and temperature of storage rooms), cleaning schedule.			R	

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90	<b>Harvest date (s) and sanitation</b> of harvest implements and harvest containers			R	
91	<b>Cleaning schedule</b> for processing and storage facilities			R	
92	<b>Pest control program</b> in processing and storage facilities – who does the program, treatment or trapping, and dates.			R	
93	<b>Marketing:</b> Dates of farmers’ markets or other marketing options			R	
94	<b>Labeling</b> - Package identification according to requirements outlined for your scale of operation			R	

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## Appendix II. Food Safety Policy

1. **Hand Washing & Hygiene:** Have clean and cut nails. Hands must be washed before beginning or returning to work and after the following activities: using the restroom, smoking or tobacco use, taking breaks, eating, handling trash containers, handling money, coughing and sneezing, shoveling manure/compost and after applying sunscreen. Hands are washed with soap and water, for 20 seconds and dried with disposable towels.
2. **Field Hygiene:** never spit, eat, smoke, drink chew gum in the field or packing area. Use garbage cans for trash. Always use designated toilet facilities and wash hands thereafter. Tie back hair, keep all glass containers away from field. Avoid using product containers (harvest bins) for personal use. Return tools after use.
3. **Hydration:** To avoid heat exhaustion, drink lots of water frequently (2 quarts per person/day especially when hot). Take breaks in the shade when necessary.
4. **Illness and Injury Prevention:**
  - a. Know where the first aid kit is
  - b. Anyone suffering from a contagious disease, and with temporary illness (diarrhea, nausea, vomiting or excessive sneezing/runny nose) are advised to stay at home.
  - c. Anyone who gets a cut or has a nosebleed while working must stop immediately, contact your supervisor and have it treated.
  - d. Wounds are immediately cleaned, treated, bandaged and covered with rubber glove as soon as possible.
  - e. Discard any product that is contaminated with bodily fluids and disinfect any tools, surfaces or containers immediately.
  - f. Report and record all accidents, illnesses or injury immediately.
5. **Glove Use:** If using gloves, wash hands and dry thoroughly before and after they are removed for 20 seconds with water; replace when ripped or worn out.
6. **Designated areas:** Only eat, smoke, drink, and chew gum in areas designated for these activities. Put all personal belongings in designated area.
7. **Good Agricultural Practices:** Follow all standard operating procedures outlined in the farm manual related to pre and post-harvest checklists, cleaning & sanitizing, good hygienic practices, and avoidance of cross contamination.
8. **Security:** Report any strange or suspicious activity and/or chemicals in or around the facility



## **2. Monthly Pesticide Use Record**

**Name of Operation:** \_\_\_\_\_

**Each time you apply pesticide, please record it on the pesticide use report available online at:**

**<http://www.cdpr.ca.gov/docs/enforce/prenfrm/prenf183.pdf>**

**(a copy is included in the Food Safety Binder)**

















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# Appendix IV. On-Farm Food Safety Assessment

## DAILY CHECK LIST

### Pre-Harvest:

1. Are toilet and wash facilities properly located, clean and stocked with toilet paper, wash water, soap, and paper towels?
2. Is drinking water and shade available to all workers?
3. Are harvest containers available, clean, well located and protected?
4. Is harvest, washing and packing equipment and area clean, sanitized and in good condition?
5. Are shade or other pre-cool measures in place?
6. Is there evidence of animal feces, dead animals, animal crop damage or other physical contamination in the crop area that needs to be isolated for “noharvest”?
7. Are there other notable sources of contamination such as dump sites, fuels or chemicals, manure, burning debris, or water runoff that may affect food safety?
8. Is transportation equipment clean and available with protective covering?
9. Are all signs posted to a) instruct workers and visitors to wash hands before and after handling food, harvesting, eating and smoking, and b) indicating that wash water is not potable?
10. Have all new workers and visitors been trained in proper hygiene practices and their training been recorded?
11. Have all traps or pest control measures been checked and any animals disposed?

### End of Day:

1. Are harvest buckets and washing bins cleaned and sanitized?
2. Has the drinking water container been cleaned and sanitized?
3. Is the packing area cleaned, sanitized and free of debris?
4. Is all packaging stored in a safe, secure location.
5. Are all chemicals stored in a safe, locked storage cabinet away from the packing area?
6. Have all Personal Protective Equipment been cleaned?
7. Have all garbage cans been emptied?
8. Do any supplies need to be updated (hand gloves, cleansers, sanitizers, toilet or hand-washing supplies, first aid kit, record keeping sheets, signage)
- 9. Have all activities been recorded in the food safety record keeping sheets?**

# APPENDIX V. CHARACTERISTICS OF SELECTED DISINFECTANTS

## Characteristics of Selected Disinfectants

FOR MORE INFORMATION, SEE THE 'DISINFECTION 101' DOCUMENT AT [www.cfsph.iastate.edu](http://www.cfsph.iastate.edu)

Disinfectant Category	Alcohols	Aldehydes	Biguanides	Halogens: Hypochlorites	Halogens: Iodine Compounds	Oxidizing Agents	Phenols	Quaternary Ammonium Compounds (QAC)
Sample Trade Names	Ethyl alcohol Isopropyl alcohol	Formaldehyde Glutaraldehyde	Chlorhexidine Nolvasan <sup>®</sup> Virosan <sup>®</sup>	Bleach	Betadine <sup>®</sup> Providone <sup>®</sup>	Hydrogen peroxide Peracetic acid Virkon S <sup>®</sup> Oxy-Sept 333 <sup>®</sup>	One-Stroke Environ <sup>®</sup> Pheno-Tek II <sup>®</sup> Tek-Trol <sup>®</sup>	Roccal <sup>®</sup> Diquat <sup>®</sup> D-256 <sup>®</sup>
Mechanism of Action	<ul style="list-style-type: none"> <li>•Precipitates proteins</li> <li>•Denatures lipids</li> </ul>	<ul style="list-style-type: none"> <li>•Denatures proteins</li> <li>•Alkylates nucleic acids</li> </ul>	<ul style="list-style-type: none"> <li>•Alters membrane permeability</li> </ul>	<ul style="list-style-type: none"> <li>•Denatures proteins</li> </ul>	<ul style="list-style-type: none"> <li>•Denatures proteins</li> </ul>	<ul style="list-style-type: none"> <li>•Denature proteins and lipids</li> </ul>	<ul style="list-style-type: none"> <li>• Denatures proteins</li> <li>• Alters cell wall permeability</li> </ul>	<ul style="list-style-type: none"> <li>• Denatures proteins</li> <li>• Binds phospholipids of cell membrane</li> </ul>
Advantages	<ul style="list-style-type: none"> <li>•Fast acting</li> <li>•Leaves no residue</li> </ul>	<ul style="list-style-type: none"> <li>•Broad spectrum</li> </ul>	<ul style="list-style-type: none"> <li>•Broad spectrum</li> </ul>	<ul style="list-style-type: none"> <li>•Broad spectrum</li> <li>•Short contact time</li> <li>•Inexpensive</li> </ul>	<ul style="list-style-type: none"> <li>•Stable in storage</li> <li>•Relatively safe</li> </ul>	<ul style="list-style-type: none"> <li>•Broad spectrum</li> </ul>	<ul style="list-style-type: none"> <li>• Good efficacy with organic material</li> <li>• Non-corrosive</li> <li>• Stable in storage</li> </ul>	<ul style="list-style-type: none"> <li>• Stable in storage</li> <li>• Non-irritating to skin</li> <li>• Effective at high temperatures and high pH (9-10)</li> </ul>
Disadvantages	<ul style="list-style-type: none"> <li>•Rapid evaporation</li> <li>•Flammable</li> </ul>	<ul style="list-style-type: none"> <li>•Carcinogenic</li> <li>•Mucous membranes and tissue irritation</li> <li>•Only use in well ventilated areas</li> </ul>	<ul style="list-style-type: none"> <li>•Only functions in limited pH range (5–7)</li> <li>•Toxic to fish (environmental concern)</li> </ul>	<ul style="list-style-type: none"> <li>•Inactivated by sunlight</li> <li>•Requires frequent application</li> <li>•Corrodes metals</li> <li>•Mucous membrane and tissue irritation</li> </ul>	<ul style="list-style-type: none"> <li>•Inactivated by QACs</li> <li>•Requires frequent application</li> <li>•Corrosive</li> <li>•Stains clothes and treated surfaces</li> </ul>	<ul style="list-style-type: none"> <li>•Damaging to some metals</li> </ul>	<ul style="list-style-type: none"> <li>• Can cause skin and eye irritation</li> </ul>	
Precautions	Flammable	Carcinogenic		Never mix with acids; toxic chlorine gas will be released			May be toxic to animals, especially cats and pigs	
Vegetative Bacteria	Effective	Effective	Effective	Effective	Effective	Effective	Effective	YES—Gram Positive Limited—Gram Negative
Mycobacteria	Effective	Effective	Variable	Effective	Limited	Effective	Variable	Variable
Enveloped Viruses	Effective	Effective	Limited	Effective	Effective	Effective	Effective	Variable
Non-enveloped Viruses	Variable	Effective	Limited	Effective	Limited	Effective	Variable	Not Effective
Spoores	Not Effective	Effective	Not Effective	Variable	Limited	Variable	Not Effective	Not Effective
Fungi	Effective	Effective	Limited	Effective	Effective	Variable	Variable	Variable
Efficacy with Organic Matter	Reduced	Reduced	?	Rapidly reduced	Rapidly reduced	Variable	Effective	Inactivated
Efficacy with Hard Water	?	Reduced	?	Effective	?	?	Effective	Inactivated
Efficacy with Soap/Detergents	?	Reduced	Inactivated	Inactivated	Effective	?	Effective	Inactivated

? Information not found

*DISCLAIMER: The use of trade names does not in any way signify endorsement of a particular product.*

*For additional product names, please consult the most recent Compendium of Veterinary Products.*

REFERENCES: Linton AH, Hugo WB, Russel AD. Disinfection in Veterinary and Farm Practice. 1987. Blackwell Scientific Publications; Oxford, England; Quinn PJ, Markey BK. Disinfection and Disease Prevention in Veterinary Medicine, In: Block SS, ed., Disinfection, Sterilization and Preservation. 5th edition. 2001. Lippincott, Williams and Wilkins: Philadelphia.