

Chapter 2:
Personnel Qualifications and Training
and
Chapter 3: Health and Hygiene
(Subparts C and D)

Chapter 2: Personnel Qualifications and Training Overview



1. Evaluating Personnel's Assigned Duties
2. Qualifications Necessary to Perform Assigned Duties
3. Training Frequency
4. Easily Understandable Training
5. Minimum Training Requirements
6. Additional Training for Persons Who Conduct Harvest Activities
7. Food Safety Training for a Supervisor or Responsible Party
8. Supervision to Ensure Compliance
9. Training Records

Evaluating Personnel's Assigned Duties and Supervision to Ensure Compliance



1. Evaluating Personnel's Assigned Duties

- Recommend that you review all personnel's assigned duties and observe the performance of the duties

8. Supervision to Ensure Compliance with the Requirements of the Produce Safety Rule

- Recommend that you evaluate your operations and ensure that you identified personnel to supervise or be responsible for each aspect of your operations that relates to a provision of the Produce Safety Rule
- Should ensure that assigned personnel are aware of their role in recognizing and ensuring correction of deviations from your procedures and the rule requirements

Qualifications Necessary to Perform Assigned Duties



2. Qualifications Necessary to Perform Assigned Duties

- You should evaluate and determine whether personnel assigned to handle covered produce or food contact surfaces are qualified to perform their duties based on a combination of:
 - Education;
 - Training; and
 - Experience.
- Examples

Training Frequency and Easily Understandable Training



3. Training Frequency Recommendations

- Frequency
- Timing
- Examples

4. To be easily understandable, training should be:

- Provided in the language personnel speak
- Tailored to educational level of the personnel
- Relate to assigned duties and provide examples
- Designed to effectively deliver the content

Training Recommendations (Sections 5-7)

- The training should help personnel:
 - understand how to perform their duties
 - understand how their actions can affect safety of covered produce and food contact surfaces
 - understand routes of contamination
- Training should include your food safety procedures
- Recommendations and Examples for:
 - Food hygiene and food safety
 - Health and personal hygiene
 - Standards in Subparts C-O
 - Persons who conduct harvest activities
- Supervisors or a Responsible Party

Chapter 3: Health and Hygiene Overview

1. Measures to Prevent Ill or Infected Persons from Contaminating Covered Produce
2. Hygienic Practices
3. Measures to Prevent Visitors from Contaminating Covered Produce and Food Contact Surfaces

Measures to Prevent Ill or Infected Persons from Contaminating Covered Produce



1. Measures to Prevent Ill or Infected Persons from Contaminating Covered Produce

- Understanding applicable health conditions
- Self-identification of applicable health conditions
 - Should ensure personnel who could contaminate covered produce or food contact surfaces can identify applicable health conditions
 - Training requirements and recommendations
 - Recommendations to promote self-identification of applicable health conditions

Measures to Prevent Ill or Infected Persons from Contaminating Covered Produce (continued)

- Role of supervisors in identifying applicable health conditions
 - Should ensure they are aware of their responsibilities
 - Should ensure they can recognize applicable health conditions
 - Should remind personnel to report any applicable health conditions
- Addressing reports of applicable health conditions
- Response to potential contamination of covered produce or food contact surfaces

Hygienic Practices



2. Hygienic Practices

- Recommended steps to ensure personnel implement required hygienic practices
 - Ensure applicable personnel are aware of requirements and can identify, and correct or report unhygienic practices
 - Identify job duties in which personnel are likely to encounter potential sources of contamination
 - Ensure personnel are aware of procedures associated with minimum hygienic practices requirements
 - Ensure supervisors or responsible parties observe personnel, communicate about hygienic practices, and identify unhygienic practices that need to be addressed

Hygienic Practices (continued)



2. Hygienic Practices

- Personnel and hygienic practices recommendations:
 - Evaluate covered activities where covered produce and food contact surfaces are at risk of contamination
 - Ensure that all personnel use hygienic practices to the extent necessary, and understand how hygienic practices impact covered produce safety
- Role of supervisors in ensuring personnel follow hygienic practices
 - Should ensure that personnel follow hygienic practices
- Required hygienic practices recommendations and examples

Measures to Prevent Visitors from Contaminating Covered Produce and Food Contact Surfaces



3. Measures to Prevent Visitors from Contaminating Covered Produce and Food Contact Surfaces

- Visitor Awareness of Policies and Procedures
 - Recommended to evaluate the types of visitors on your farm and their interactions with covered produce and food contact surfaces to determine appropriate approaches
 - Examples
- Toilet and Hand-washing Facilities
 - Should inform visitors of the location of toilet and hand-washing facilities available to them

Chapter 2: Personnel Qualifications and Training and Chapter 3: Health and Hygiene

(Subparts C and D)