

# On-Farm Hygienic Design Checklist

## Hygienic Design Checklist - On-Farm Equipment and Buildings Used for Handling and Washing Produce

Reviewer: \_\_\_\_\_

Date: \_\_\_\_\_

Farm: \_\_\_\_\_

Piece of Equipment: \_\_\_\_\_

Overall Rating: 0 / 260 \_\_\_\_ / 260 Add all five sections

Function (crops handled, what does the machine do?): \_\_\_\_\_

0% \_\_\_\_ % Divide by 260

Visible and Reachable Surfaces - If you can't see it and can't reach it... you can't clean or sanitize it.		Rating Range	Rating Given	Notes & Follow-up Plan of Action
1	All primary food contact surfaces (Zone 1) are visible and reachable without significant effort or tools.	7-10		
2	... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	3-6		
3	... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-2		
4	All secondary food contact surfaces (Zone 2) are visible and reachable without significant effort or tools.	7-10		
5	... are not visible and reachable, but can be made so with ease (e.g. no tools needed).	4-6		
6	... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3		
7	All other equipment surfaces (Zone 3) are visible and reachable without significant effort or tools.	7-10		
8	... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6		
9	... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3		
10	Personnel responsible for cleaning and sanitizing are trained in and capable of performing the standard operating procedures required to adequately complete the tasks required to ensure visibility and reachability are achieved.	10		
		<b>40</b>	<b>0</b> 0%	

Smooth and Cleanable Surfaces - Surfaces should be smooth, cleanable, and dryable to enable efficient and complete cleaning.		Max Rating	Rating Given	Notes & Follow-up Plan of Action
1	All food contact surfaces are smooth and cleanable.	0-10		
2	Fasteners used do not introduce harborage sites.	0-10		
3	All food contact surfaces dry well without supplemental drying step or additional air flow.	0-10		
4	All interior, non-food contact surfaces are easily cleanable without significant effort or tools.	7-10		
5	... are not easily cleanable, but can be made so with ease (e.g. no tools needed, steps are obvious.)	4-6		
6	... are not easily cleanable, but can be made so with some effort (e.g. tools and skill required)	0-3		
7	All other equipment surfaces (Zone 3) are easily cleanable without significant effort or tools.	7-10		
8	... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6		
9	... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3		
10	Building design, including finish surfaces allows for cleaning and drying.	0-10		
11	Personnel responsible for cleaning and sanitizing are trained in and capable of performing the standard operating procedures required to adequately complete the tasks required to ensure adequate cleaning, sanitizing and drying are achieved.	0-10		
		<b>70</b>	<b>0</b> 0%	

## On-Farm Hygienic Design Checklist

<b>No Collection Points</b> - Niches, sandwich joints, lap joints, and flat or concave horizontal surfaces should be avoided to prevent the collection of water and material.		<b>Max Rating</b>	<b>Rating Given</b>	<b>Notes &amp; Follow-up Plan of Action</b>
1	Equipment is designed to allow for drainage of all water and complete drying.	6-10		
	... has relatively few points where water can occasionally collect and be dried.	0-5		
3	Utilities such as electrical, air and water supplies do not introduce harborage areas.	0-10		
4	Personnel responsible for cleaning and sanitizing are trained in and capable of performing the standard operating procedures required to ensure adequate cleaning, sanitizing and drying are achieved in consideration of any specific harborage potential on this	0-10		
		<b>30</b>	<b>0</b> 0%	

<b>Compatible Materials</b> - Materials should be compatible with the product being handled and the cleaning and sanitization processes used.		<b>Max Rating</b>	<b>Rating Given</b>	<b>Notes &amp; Follow-up Plan of Action</b>
1	Equipment is made of materials that are compatible with use and planned cleaning materials and methods.	6-10		
2	... includes coatings (e.g. paint) over base material that are compatible with use and planned cleaning materials and methods.	0-5		
3	Moving parts are supported by bearings designed for long-term use in food applications.	0-10		
4	Equipment is made of materials that will not chip, flake, or otherwise break off and become a contaminant in food.	0-10		
5	Equipment is inspected on a regular basis for wear and repair needs, and maintenance is completed in a timely and skillful manner.	0-10		
		<b>40</b>	<b>0</b> 0%	

<b>Preventing Contamination</b> - Handling systems and buildings should protect the product from contamination.		<b>Max Rating</b>	<b>Rating Given</b>	<b>Notes &amp; Follow-up Plan of Action</b>
1	Water supply is from a known source of safe and adequate sanitary quality.	0-10		
2	Condensation, dripping, leaks, and pooling / standing water are avoided and/or managed to prevent food contact (e.g. cooler evaporator drains, cold water supplies).	0-10		
3	Animal intrusion is prevented (e.g. birds, rodents, domestic animals).	0-10		
4	Ventilation and pneumatic air systems do not introduce contaminants (e.g. filters and screens).	0-10		
5	Drains are functional and cleanable.	0-10		
6	Drains do not direct effluent water to production areas (e.g. fields), handling areas (e.g. other washing areas), traffic areas, storage areas, bodies of water, or other areas that could result in produce contamination.	0-10		
7	Product flow and movement of people is conducted in a manner that prevents cross contamination.	0-10		
8	Buildings are in good repair, free of chipping, flaking or other loose matter that could become product contamination.	0-10		
		<b>80</b>	<b>0</b> 0%	