

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

## INSTRUCTIONS

### Step 1 - Complete the Background Information. Use one sheet for each piece of equipment.

Excel Sheet Checklist - On-Farm Hygienic Design Review Checklist v2.0 - Excel

File	Home	Insert	Page Layout	Formulas	Data	Review	View	Tell me what you want to do...
Q4								
<b>Hygienic Design Checklist - On-Farm Equipment and Buildings Used for Handling and Washing Produce</b>								
2	Reviewer:	C. Callahan			Date:	20-Sep-19		
3	Farm:	Mirkey Holler Rydge Farm			Overall Rating:	153 / 270 ____ / 270 Add all five sections		
4	Piece of Equipment:	Apple wash line #1				55% ____ % Divide by 270		
5	Function (crops handled, what does the machine do?):	Apples, initial dump, brush section, drying conveyor						
<b>Visible and Reachable Surfaces</b> - If you can't see it and can't reach it... you can't clean or sanitize it.					<b>Rating Range</b>	<b>Rating Given</b>	<b>Notes &amp; Follow-up Plan of Action</b>	
7	1 All primary food contact surfaces (Zone 1) are visible and reachable without significant effort or tools.				7-10	8		
8	OR... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).				3-6			

### Step 2 - Evaluate the piece of equipment and its surroundings following the prompts.

These prompts are to help you think about which category of hygienic design to consider.

The rating ranges are provided to guide your assessment of the hygienic design.

  

Function (crops handled, what does the machine do?):	Apples, initial dump, brush section, drying conveyor	55% ____ % Divide by 270
<b>Visible and Reachable Surfaces</b> - If you can't see it and can't reach it... you can't clean or sanitize it.		
8	1 All primary food contact surfaces (Zone 1) are visible and reachable without significant effort or tools.	7-10
9	OR... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	3-6
10	2 All secondary food contact surfaces (Zone 2) are visible and reachable without significant effort or tools.	7-10
11	OR... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6
12	OR... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3
13	3 All other equipment surfaces (Zone 3) are visible and reachable without significant effort or tools.	7-10
14	OR... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6
15	OR... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3
16	4 Personnel responsible for cleaning and sanitizing are able to see and reach all surfaces as necessary (e.g. with a standard operating procedure).	10
17		42
18		53%
<b>Smooth and Cleanable Surfaces</b> - Surfaces should be smooth, cleanable, and dryable to enable efficient and complete cleaning.		
21	1 All food contact surfaces are smooth and cleanable.	0-10
22	2 Fasteners used do not introduce harborage sites.	0-10
23	3 All food contact surfaces dry well without supplemental drying step or additional air flow.	0-10
24	4 All interior, non-food contact surfaces are easily cleanable without significant effort or tools.	7-10
25	OR... are not easily cleanable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6
26	OR... are not easily cleanable, but can be made so with some effort (e.g. tools and skill required).	0-3
27	5 All other equipment surfaces (Zone 3) are easily cleanable without significant effort or tools.	7-10
28	OR... are not visible and reachable, but can be made so with ease (e.g. no tools needed, steps are obvious).	4-6
29	OR... are not visible and reachable, but can be made so with some effort (e.g. tools and skill required).	0-3
30	6 Building design, including finish surfaces allows for cleaning, sanitizing, and drying.	0-10
31	7 Personnel responsible for cleaning and sanitizing are able to clean, sanitize, and dry all surfaces as necessary (e.g. with a standard operating procedure).	0-10
32		42
33		60%
<b>No Collection Points</b> - Niches, sandwich joints, lap joints, and flat or concave horizontal surfaces should be avoided to prevent the		
34		Max
35		Rating
<b>Notes and Follow-up Plan of Action</b>		

NOTE: The green boxes are where you enter your ratings.

The "Notes and Follow-up Plan of Action" section is a place to make note of specific things you considered in determining your rating and/or specific action you plan to take to improve the hygienic design.

### Step 3 - Review each section's total score and the overall score. Take stock of your notes and develop an overall action plan to implement improvements.

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