**Soil Amendments: Tools and Equipment Sanitation**

Standard Operating Procedure

(Corresponds with slide 19 in PSA Grower Manual, Soil Amendments Module)

**Purpose:**

**Process:**

 **1.**

 **2.**

 **3.**

 **4.**

 **5.**

**6.** \_\_\_\_\_\_\_\_\_\_\_\_ (Person) will visually observe to verify that workers are following the proper procedure as stated above.

**Corrective Actions:**

 **1.**

 **2.**

 **3.**

 **4.**

**Documentation and Record Keeping\*:**

1. Workers will record the date and type of tool/equipment cleaned of cleaning in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name/location of log).
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Title) will review the associated records \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (frequency). \*\*\*\*\***IMPORTANT**: if using the same log for cleaning and/or sanitation of equipment used in harvesting, packing, or holding activities, **it is a FSMA requirement** that a supervisor or responsible party **review**, **sign**, and **date** these records within a reasonable time after records are made.\*\*\*\*\*
3. Tools and Equipment Sanitation records are to be kept on file in \_\_\_\_\_\_\_\_\_\_\_\_ (location) for a minimum of 2 years.

Date Implemented: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*These are best practices, not required under FSMA