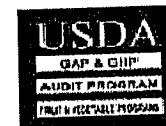


Good Agricultural Practices & Good Handling Practices  
Audit Verification Program Scoresheet

www.ams.usda.gov/gapghp



Facility Name (Print) as it should appear on Certificate: <b>Congdon Packing &amp; Storage LLC, (Mead Plant)</b>		State (Print): <b>Washington</b>	Zip (Print): <b>98902</b>
Street Address (Print): <b>10 W. Mead Ave.</b>	City (Print): <b>Yakima</b>	Date Audit Requested: <b>11/27/2017</b>	Date of Previous Audit: <b>12/6/2016</b>
e-mail Address (Print): <b>epacheco@congdonorchards.com</b>	fax number: <b>509-877-1217</b>	USDA Commodity Procurement Audit? Check One Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Date Audit Began: <b>11/29/2017</b>	Date Audit Completed: <b>11/29/2017</b>	Time Audit Completed: <b>1:30 PM</b>	
Time Audit Began: <b>11:35 AM</b>			

EVALUATION ELEMENTS

Scopes Requested	Element	Possible Points	Less N/A Points	Adjusted Points	Passing Score*	Facility Score	Pass Fail	Date Passed	General Questions	Reviewing Official	Unannounced
X	General Questions	180	0	180	144	180	Pass	11/29/17		Js	
	Part 1 - Farm Review	190	0	190	152	0					
	Part 2 - Field Harvesting & Field Packing Activities	185	0	185	148	0					
✓	Part 3 - House Packing Facility	290	25	265	212	265	Pass	11/29/17		Js	
✓	Part 4 - Storage and Transportation	255	50	205	164	205	Pass	11/29/17			
	Part 6 - Wholesale Distribution Center/ Warehouses	410	0	410	328	0					
✓	Part 7 - Preventative Food Defense Procedures	180	10	170	136	170	Pass	11/29/17		Js	

\*A Passing Score is 80% of the Possible Points, or the Adjusted Points if adjustments are necessary, with no "automatic unsatisfactory" conditions.

Commodities:	Apples and Pears
Send completed GAP&GHP Certificate to: (choose one)	Inspection office: (list office)
	<b>Yakima, Washington</b> Directly to auditee above:

Lead Auditor Name (Print):	<b>Leslie A. Parker</b>	Signature & Date:	<b>11/29/2017</b>
Duty Station:	<b>Yakima, Washington</b>	Signature on file	
		All Scopes Completed:	<b>Yes</b>

For USDA HQ use:

Reviewing Official Name (Print): **J.Sirchia 121817**

Signature & Date:

JOSEPH SIRCHIA  
Digitally signed by JOSEPH SIRCHIA  
DN: c=US, o=U.S. Government, ou=Department of  
Agriculture, cn=JOSEPH SIRCHIA,  
0.9.2342.19200300.100.1.1=1.2001000203819  
Date: 2017.12.16 06:15:26 -0800

To verify a company's continued good standing in the USDA GAP&GHP Program please visit <http://www.ams.usda.gov/gapghp>

For Official Government Use Only  
USDA, AMS, FV, Specialty Crops Inspection Division

USDA Good Agricultural Practices Good Handling Practices  
Audit Verification Checklist



This program is intended to assess a participant's efforts to minimize the risk of contamination of fresh fruits, vegetables, nuts and miscellaneous commodities by microbial pathogens based on the U.S. Food and Drug Administration's "Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables," and generally recognized good agricultural practices.

Firm Name: Congdon Packing & Storage, LLC (Mead Plant)

Contact Person: Edgar Pacheco

Audit Site Address: 10 W. Mead Ave.

City: Yakima State: Washington Zip: 98902

Mailing Address: P.O. Box 2725

City: Yakima State: Washington Zip: 98902

Telephone No: 509-966-4440 Fax: 509-877-1217

E-mail: epacheco@congdonorchards.com

Auditor(s) (list all auditors with the lead listed first): Leslie A. Parker

USDA or Fed-State Office performing audit: Yakima, Washington

Arrival Date: 11/29/2017 Time: 11:35 AM

Departure Date: 11/29/2017 Time: 1:30 PM

Travel Time (hours) .5

Person(s) Interviewed: Edgar Pacheco, Gabriela Gonzalez, Gerardo Lupercio, Jorge Santana

Did the auditee participate in GAP & GHP training?

Yes  No

Is there a map that accurately represents the farm operations?

Yes  No  N/A

Legal Description/GPS/Lat.&Long. of Location: Available on file at applicants site.

Are all crop production areas located on this audit site?

Yes  No  N/A

Total acres farmed (Owned, leased/rented, contracted, consigned): N/A

Does the company have more than one packing facility?

Yes  No  N/A

Is there a floor plan of the packing house facility(s) indicating flow of product, storage areas, cull areas, employee break rooms, restrooms, offices?

Yes  No  N/A

Is any product commingled prior to packing?

Yes  No

**Audit Scope: (Please check all scopes audited)**

**General Questions (All audits must begin with and pass this portion)**

Part 1 – Farm Review.....

Part 2 - Field Harvest and Field Packing Activities.....

Part 3 - House Packing Facility.....

Part 4 – Storage and Transportation.....

Part 5 – (Not Used)

Part 6 – Wholesale Distribution Center/Terminal Warehouse.....

Part 7 – Preventive Food Defense Procedures.....

**Commodities: Apples and Pears**

## **Conditions Under Which an Automatic "Unsatisfactory" Will be Assessed**

- An immediate food safety risk is present when produce is grown, processed, packed or held under conditions that promote or cause the produce to become contaminated.
- The presence or evidence of rodents, an excessive amount of insects or other pests in the produce during packing, processing or storage.
- Observation of employee practices (personal or hygienic) that have jeopardized or may jeopardize the safety of the produce.
- Falsification of records.
- Answering of Questions P1 or P2 as "NO".

### **Auditor Completion Instructions**

- For clarification and guidance in answering these questions, please refer to the Good Agricultural Practices & Good Handling Practices Audit Verification Program Policy and Instruction Guide.
- Place the point value for each question in the proper column (Yes, No, or N/A).
- Gray boxes in the "N/A" column indicate that question cannot be answered "N/A".
- Any "N/A" or "No" designation must be explained in the comments section.
- The "Doc" column:
  - A "D" indicates that a document(s) is required to show conformance to the question. A document may be a combination of standard operating procedures outlining company policy as well as a record indicating that a particular action was taken.
  - A "R" indicates that a record is required to be kept showing an action was taken.
  - A "P" indicates that a policy/standard operating procedure (SOP) must be documented in the food safety plan in order to show conformance to the question.

## General Questions

### Implementation of a Food Safety Program

Questions	Points	Yes	NO	N/A	Doc
P-1 A documented food safety program that incorporates GAP and/or GHP has been implemented.		✓			D
P-2 The operation has designated someone to implement and oversee an established food safety program. Name <u>Edgar Pacheco and Dani Young</u>		✓			D

### Traceability

Questions	Points	Yes	NO	N/A	Doc
G-1 A documented traceability program has been established.	15	15			D
G-2 The operation has performed a "mock recall" that was proven to be effective.	10	10			R

### Worker Health & Hygiene

Questions	Points	Yes	NO	N/A	Doc
G-3 Potable water is available to all workers.	10	10			R
G-4 All employees and all visitors to the location are required to follow proper sanitation and hygiene practices.	10	10			P
G-5 Training on proper sanitation and hygiene practices is provided to all staff.	15	15			D
G-6 Employees and visitors are following good hygiene/sanitation practices.	15	15			
G-7 Employees who handle or package produce are washing their hands before beginning or returning to work.	15	15			
G-8 Readily understandable signs are posted to instruct employees to wash their hands before beginning or returning to work.	10	10			
G-9 All toilet/restroom/field sanitation facilities are clean. They are properly supplied with single use towels, toilet paper, hand soap or anti-bacterial soap, and potable water for hand washing.	15	15			
G-10 All toilet/restroom/field sanitation facilities are serviced and cleaned on a scheduled basis.	10	10			R

USDA Good Agricultural Practices and Good Handling Practices  
 Audit Verification Checklist

Questions		Points	Yes	NO	N/A	Doc
G-11	Smoking and eating are confined to designated areas separate from where product is handled.	10	10			P
G-12	Workers with diarrheal disease or symptoms of other infectious diseases are prohibited from handling fresh produce.	15	15			P
G-13	There is a policy describing procedures which specify handling/disposition of produce or food contact surfaces that have come into contact with blood or other bodily fluids.	15	15			P
G-14	Workers are instructed to seek prompt treatment with clean first aid supplies for cuts, abrasions and other injuries.	5	5			P
G-15	Company personnel or contracted personnel that apply regulated pre-harvest and/or post harvest materials are licensed. Company personnel or contracted personnel applying non-regulated materials have been trained on its proper use.	10	10			R

COMMENTS:
G-2 Yes Mock Recall was conducted on 08/29/17.
G-15 Yes Pace International Pete Garretson trained the following people for chlorine Dioxide PA-A and Pace Soap.
Adolfo Sanchez

USDA Good Agricultural Practices and Good Handling Practices  
Audit Verification Checklist


**Total Points earned for General Questions = 180**

**Total Possible = 180**     *The total number of points possible for this section.*

**Subtract "N/A" = 0**     *Enter the additive number of N/A points (+points) here.*

**Adjusted Total = 180**     *Subtract the N/A points from the Total possible points*

**X .8 (80%)**     *Multiply the Adjusted Total by .8 and show it as the  
Passing Score*

**Passing Score = 144**

**Pass**                       **Fail**                      **(please mark one)**

This program is intended to assess a participant's efforts to minimize the risk of contamination of fresh fruits, vegetables, nuts and miscellaneous commodities by microbial pathogens based on the U.S. Food and Drug Administration's "Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables," and generally recognized good agricultural practices.

**For further information regarding the USDA GAP & GHP Audit Program, please contact:**

**USDA Fruit and Vegetable Program, Specialty Crops Inspection Division, Audit Services Branch at 202-720-5021, or [FVAudits@ams.usda.gov](mailto:FVAudits@ams.usda.gov)**



## Part 3 - HOUSE PACKING FACILITY

### Receiving

Questions		Points	Yes	NO	N/A	Doc
3-1	Product delivered from the field which is held in a staging area prior to packing or processing is protected from possible contamination.	5	5			
3-2	Prior to packing, product is properly stored and/or handled in order to reduce possible contamination.	5	5			

### Washing/Packing Line

Questions		Points	Yes	NO	N/A	Doc
3-3	Source water used in the packing operation is potable.	15	15			R
3-4	If applicable, the temperature of processing water used in dump tanks, flumes, etc., is monitored and is kept at temperatures appropriate for the commodity.	10	10			D
3-5	Processing water is sufficiently treated to reduce microbial contamination.	10	10			D
3-6	Water-contact surfaces, such as dump tanks, flumes, wash tanks and hydro coolers, are cleaned and/or sanitized on a scheduled basis.	10	10			D
3-7	Water treatment (strength levels and pH) and exposure time is monitored and the facility has demonstrated it is appropriate for the product.	10	10			D
3-8	Food contact surfaces are in good condition; cleaned and/or sanitized prior to use and cleaning logs are maintained.	15	15			D
3-9	Product flow zones are protected from sources of contamination.	10	10			
3-10	The water used for cooling and/or making ice is potable.	15			15	R
3-11	Any ice used for cooling produce is manufactured, transported and stored under sanitary conditions.	10			10	R



### Packing House Worker Health & Hygiene

Questions	Points	Yes	NO	N/A	Doc
3-12 Employee facilities (locker rooms, lunch and break areas, etc.) are clean and located away from packing area.	10	10			
3-13 When there is a written policy regarding the use of hair nets/beard nets in the production area, it is being followed by all employees and visitors.	5	5			P
3-14 When there is a written policy regarding the wearing of jewelry in the production area, it is being followed by all employees and visitors.	5	5			P

### Packing House General Housekeeping

Questions	Points	Yes	NO	N/A	Doc
3-15 Only food grade approved and labeled lubricants are used in the packing equipment/machinery.	10	10			R
3-16 Chemicals not approved for use on product are stored and segregated away from packing area.	10	10			
3-17 The plant grounds are reasonably free of litter and debris.	5	5			
3-18 The plant grounds are reasonably free of standing water.	5	5			
3-19 Outside garbage receptacles/dumpsters are closed or are located away from packing facility entrances and the area around such sites is reasonably clean.	5	5			
3-20 Packing facilities are enclosed.	5	5			
3-21 The packing facility interior is clean and maintained in an orderly manner.	5	5			
3-22 Floor drains appear to be free of obstructions.	5	5			
3-23 Pipes, ducts, fans and ceilings which are over food handling operations, are clean.	5	5			
3-24 Glass materials above product flow zones are contained in case of breakage.	10	10			
3-25 Possible wastewater spillage is prevented from contaminating any food handling area by barriers, drains, or a sufficient distance.	10	10			
3-26 There is a policy describing procedures which specify handling/disposition of finished product that is opened, spilled, or comes into contact with the floor.	15	15			P

USDA Good Agricultural Practices Good Handling Practices  
 Audit Verification Checklist

Questions	Points	Yes	NO	N/A	Doc
3-27 Only new or sanitized containers are used for packing the product.	10	10			D
3-28 Pallets and containers are clean and in good condition.	5	5			
3-29 Packing containers are properly stored and protected from contamination (birds, rodents, and other pests).	10	10			

**Pest Control**

Questions	Points	Yes	NO	N/A	Doc
3-30 Measures are taken to exclude animals or pests from packing and storage facilities.	10	10			D
3-31 There is an established pest control program for the facility.	10	10			D
3-32 Service reports for the pest control program are available for review.	5	5			R
3-33 Interior walls, floors and ceilings are well maintained and are free of major cracks and crevices.	5	5			

**Traceability**

Questions	Points	Yes	NO	N/A	Doc
3-34 Records are kept recording the source of incoming product and the destination of outgoing product which is uniquely identified to enable traceability.	10	10			D

COMMENTS
3-10 N/A Water is not used for cooling or making ice at this operation.
3-11 N/A Ice is not used in the cooling of products at this facility.

USDA Good Agricultural Practices Good Handling Practices  
 Audit Verification Checklist


Total Points earned for House Packing Facility = 265

**Total Possible** = 290      *The total number of points possible for this section.*

**Subtract "N/A"** = 25      *Enter the additive number of N/A points (+points) here.*

**Adjusted Total** = 265      *Subtract the N/A points from the Total possible points*

**X .8 (80%)**      *Multiply the Adjusted Total by .8 and show it as the Passing Score*

**Passing Score** = 212

**Pass**       **Fail**      (please mark one)

This program is intended to assess a participant's efforts to minimize the risk of contamination of fresh fruits, vegetables, nuts and miscellaneous commodities by microbial pathogens based on the U.S. Food and Drug Administration's "Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables," and generally recognized good agricultural practices.

## Part 4 - STORAGE AND TRANSPORTATION

### Product, Containers & Pallets

Questions		Points	Yes	NO	N/A	Doc
4-1	The storage facility is cleaned and maintained in an orderly manner.	5	5			
4-2	Bulk storage facilities are inspected for foreign material prior to use and records are maintained.	5			5	R
4-3	Storage rooms, buildings, and/or facilities are maintained and sufficiently sealed or isolated and are protected from external contamination.	10	10			
4-4	Storage grounds are reasonably free of litter and debris.	5	5			
4-5	Floors in storage areas are reasonably free of standing water.	5	5			
4-6	Possible wastewater spillage is prevented from contaminating any food handling area by barriers, drains, or sufficient distance.	10	10			
4-7	There is a policy describing procedures which specify handling/disposition of finished product which is opened, spilled, or comes into contact with the floor.	15	15			P
4-8	Packing containers are properly stored and sufficiently sealed, to be protected from contamination (birds, rodents, pests, and other contaminants).	10	10			
4-9	Pallets, pallet boxes, tote bags, and portable bins, etc. are clean, in good condition and do not contribute foreign material to the product.	5	5			
4-10	Product stored outside in totes, trucks, bins, other containers or on the ground in bulk is covered and protected from contamination.	10			10	
4-11	Non-food grade substances such as paints, lubricants, pesticides, etc., are not stored in close proximity to the product.	10	10			
4-12	Mechanical equipment used during the storage process is clean and maintained to prevent contamination of the product.	5	5			D

### Pest Control

Questions	Points	Yes	NO	N/A	Doc
4-13 Measures are taken to exclude animals or pests from storage facilities.	10	10			D
4-14 There is an established pest control program for the facility.	10	10			D
4-15 Service reports for the pest control program are available for review.	5	5			R
4-16 Interior walls, floors, and ceilings are well-maintained and are free of major cracks and crevices.	5	5			

### Ice & Refrigeration

Questions	Points	Yes	NO	N/A	Doc
4-17 The water used for cooling and/or making ice is potable.	15			15	R
4-18 Manufacturing, storage, and transportation facilities used in making and delivering ice used for cooling the product have been sanitized.	10			10	R
4-19 Climate-controlled rooms are monitored for temperature and logs are maintained.	5	5			D
4-20 Thermometer(s) are checked for accuracy and records are available for review.	5	5			D
4-21 Refrigeration system condensation does not come in contact with produce.	10	10			
4-22 Refrigeration equipment (condensers, fans, etc.) is cleaned on a scheduled basis.	10	10			D
4-23 Iced product does not drip on pallets of produce stored below.	10			10	

### Transportation

Questions	Points	Yes	NO	N/A	Doc
4-24 Prior to the loading process, conveyances are required to be clean, in good physical condition, free from disagreeable odors, and from obvious dirt/debris.	10	10			P
4-25 Produce items are not loaded with potentially contaminating products.	10	10			P
4-26 Company has a written policy for transporters and conveyances to maintain a specified temperature(s) during transit.	10	10			P
4-27 Conveyances are loaded to minimize damage to product.	5	5			P

### Worker Health and Personal Hygiene

Questions	Points	Yes	NO	N/A	Doc
4-28 Employee facilities (locker rooms, lunch and break areas, etc.) are clean and located away from storage, shipping, and receiving areas.	10	10			
4-29 When there is a written policy regarding the use of hair/beard nets in the storage and transportation areas, it is being followed by all affected employees and visitors.	5	5			P
4-30 When there is a written policy restricting the wearing of jewelry in the storage and transportation areas, it is being followed by all affected employees and visitors.	5	5			P

### Traceability

Questions	Points	Yes	NO	N/A	Doc
4-31 Records are kept regarding the source of incoming product and the destination of outgoing product which is uniquely identified to enable traceability.	10	10			D

COMMENTS
4-2 N/A No bulk storage occurs at this facility.
4-10 N/A Product is not stored outside or on the ground.
4-17 N/A No water or ice is used in cooling of product.
4-18 N/A Ice is not used at this facility.
4-23 N/A Ice is not used at this facility.

USDA Good Agricultural Practices and Good Handling Practices  
 Audit Verification Checklist


Total Points earned for Storage & Transportation = 205

**Total Possible** = 255      *The total number of points possible for this section.*

**Subtract "N/A"** = 50      *Enter the additive number of N/A points (+points) here.*

**Adjusted Total** = 205      *Subtract the N/A points from the Total possible points*

**X .8 (80%)**      *Multiply the Adjusted Total by .8 and show it as the Passing Score*

**Passing Score** = 164

**Pass**       **Fail**      **(please mark one)**

This program is intended to assess a participant's efforts to minimize the risk of contamination of fresh fruits, vegetables, nuts and miscellaneous commodities by microbial pathogens based on the U.S. Food and Drug Administration's "Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables," and generally recognized good agricultural practices.

## Part 7 - Preventive Food Defense Procedures

Based on the U.S. Food and Drug Administration's Food Producers, Processors, and Transporters:  
 Food Security Preventive Measure Guidance for Industry.

### Secure Employee/Visitor Procedures

Questions	Points	Yes	NO	N/A	Doc
7-1 The company has a documented food defense plan and a person has been designated to oversee it. Name: <u>Edgar Pacheco, Dani Young</u>	5	5			D
7-2 Food defense training has been provided to all employees.	5	5			D
7-3 Employees are aware of whom in management they should contact about potential security problems/issues. Name of management representative: <u>Edgar Tacheco</u>	5	5			
7-4 Visitors are required to check in (showing proof of identity) and out, when entering/leaving the facility.	5	5			D
7-5 The purpose of visitation to site is verified before admittance to the facility.	5	5			D
7-6 Visitors are prohibited from the packing/storage areas unless accompanied by an employee.	5	5			D
7-7 Incoming and outgoing employee and visitor vehicles to and from the site are subject to inspection.	5	5			D
7-8 Parked vehicles belonging to employees and visitors display a decal or placard issued by the facility.	5	5			
7-9 Staff is prohibited from bringing personal items into the handling or storage areas.	5	5			D
7-10 Staff access in the facility is limited to the area of their job function and unrestricted areas.	5	5			D
7-11 Management is aware of which employee should be on the premises, and the area they are assigned to.	5	5			D
7-12 A system of positive identification of employees has been established and is enforced.	5	5			



### Secure Facility Procedures

Questions	Points	Yes	NO	N/A	Doc
7-13 Uniforms, name tags, or identification badges are collected from employees prior to the termination of employment.	5	5			D
7-14 The mailroom is located away from the packing/storage facilities.	5	5			
7-15 Computer access is restricted to specific personnel.	5	5			D
7-16 A system of traceability of computer transactions has been established.	5	5			
7-17 A minimum level of background checks has been established for all employees.	5	5			D
7-18 Routine security checks of the premises are performed for signs of tampering, criminal or terrorist activity.	5	5			D
7-19 Perimeter of facility is secured by fencing or other deterrent.	5	5			
7-20 Checklists are used to verify the security of doors, windows, and other points of entry.	5	5			D
7-21 All keys to the establishment are accounted for.	5	5			D
7-22 The facility has an emergency lighting system.	5	5			
7-23 The facility is enclosed.	5	5			
7-24 Storage or vehicles/containers/trailers/railcars that are not being used are kept locked.	5	5			
7-25 Delivery schedules have been established.	5	5			
7-26 The off-loading of incoming materials is supervised.	5	5			
7-27 The organization has an established policy for rejecting deliveries.	5	5			D
7-28 Unauthorized deliveries are not accepted.	5	5			D
7-29 The company does not accept returned (empty) containers for packing of product unless they are sanitized containers intended for reuse.	5	5			D
7-30 The facility has a program in place to inspect product returned to the facility for tampering.	5	5			D
7-31 The company has identified the individual(s), with at least one backup, who are responsible for recalling the product.	5	5			D
7-32 The company has performed a successful mock recall of product to the facility.	5	5			D

USDA Good Agricultural Practices and Good Handling Practices  
 Audit Verification Checklist

	Questions	Points	Yes	NO	N/A	Doc
7-33	Product imported from outside the United States is segregated from domestic product.	5			5	D
7-34	Allergens handled by the facility are segregated from products to avoid cross contamination.	5			5	D
7-35	Floor plans, product flow plans, and/or segregation charts are in a secure location.	5	5			D
7-36	The organization has registered with the FDA and has been issued a registration number (do not record the number on checklist).	5	5			D

<b>COMMENTS:</b>	
7-33	N/A This operation does not import product from outside the United States.
7-34	N/A This operation does not handle any known allergens.

USDA Good Agricultural Practices and Good Handling Practices  
Audit Verification Checklist


Total Points earned for Preventative Food Defense  
Procedures = 170

**Total Possible** = 180     *The total number of points possible for this section.*

**Subtract "N/A"** = 10     *Enter the additive number of N/A points (+points) here.*

**Adjusted Total** = 170     *Subtract the N/A points from the Total possible points*

**X .8 (80%)**     *Multiply the Adjusted Total by .8 and show it as the  
Passing Score*

**Passing Score** = 136

**Pass**      **Fail**     **(please mark one)**