

VVBGA CAPS ~ Application Check List!



Proposal for Assessing CAPS applications:

- **Accreditation granted if:** Farmer has Yeses or NAs on ALL 18 required items listed below.
- **One or more “No”(s) is an automatic No Pass!**
- Farmers with “No Pass” will have three weeks from notification to resubmit their application. They will only have one chance to resubmit for the year.

CAPS APPLICATION # and REQUIREMENT		Form	Scoring	Notes**	✓
1	Land Use History and Risk Reduction	Included in your farm produce safety plan—Due in spring	Y/N	Includes farm map and response plan	
2	Manure and Compost Overview		Y/N/NA	Just descriptions—no records; NA= none used	
3	Irrigation Risk Reduction		Y/N/NA	NA = no irrigation	
4	Harvesting – Containers and Risk Reduction		Y/N	Some plan required for all	
5	Wash and Pack Facility—Description and Cleaning		Y/N/NA	NA = no raw-eaten product is washed	
6	Rodent Management		Y/N	At least prevention required for all	
7	Cold Storage Cleaning and Management		Y/N/NA	NA for no-cooler –PYO, warm storage crops or Direct harvest to sale	
8	Wholesale shipping and traceability		Y/N/NA	NA for no wholesale	
9	Transport Cold Chain		Y/N/NA	NA for no transport	
10	Accessible Toilet Facilities		Y/N	All must have a described routine	
11	Health and Hygiene Policy		Y/N	Required for all (including farms with no employees)	
12	Accessible First Aid Kits		Y/N	Required for all	
13	Employee training Verification	Record	Y/N/NA	NA for no employees	
14	Manure and Compost Records	Record(s)	Y/N/NA	NA for none used	
15	Farm containers –Photos and management	Photo/S OP	Y/N	Required for all	
16	Potable Water Test	Record	Y/N	Annually verify 0 E.coli for processing water source.	
17	Multiple Rinse or sanitizer for raw-eaten crop in dunk tanks	Photo/S OP	Y/N/NA	NA-no washing of RACS	
18	Cold Storage and Thermometer Photos	Photos	Y/N/NA	NA-no cold storage	

**See CAPS Application Scoring Instructions for requirement details

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