



Self-Declaration and
Self-Assessment Checklist
for the Production, Packing, Repacking,
Storage, Wholesaling and Brokerage
of Fruits and Vegetables
and Greenhouse Product ©

IMPORTANT INSTRUCTIONS:

This checklist applies to the CURRENT season's activities. It is important to complete the form while the main activities relevant to your food safety program are occurring (e.g., harvesting, packing, storing, shipping, etc.). This would correspond roughly to the timing of your previous audit(s).

- *Option A1 and A2: Please complete all sections and return the completed form to your Certification Body **at least 30 days before your certificate expires.***
- *If this checklist is being used for an **internal audit**, keep the completed checklist on file to show your auditor. **DO NOT** return it to the certification body.*

Declaration of Conformity

Issued by: (Person Responsible)

Legal Operating Name: _____

Name of Person(s) Responsible for the Operation: _____

Address: _____

Tel.: _____

Fax: _____

Email: _____

Object of the declaration: The Food Safety Program of the company identified above.

The object of the declaration is in conformity with the requirements of the following CanadaGAP manual:

Title	Version Number [check off (✓) below]
<input type="checkbox"/> Greenhouse Product	<input type="checkbox"/> Version 10.0
<input type="checkbox"/> Fruit and Vegetables	<input type="checkbox"/> Version 10.0

Additional information:

The company identified above was issued a certificate of conformity (No. _____)

with the CanadaGAP Program by: _____

- Bureau de normalisation du Québec (BNQ)
- Control Union
- MSVS
- NSF Canada Ag (formerly NSF GFTC)
- TSLC

Address of Certification Body _____

_____ on [insert date]

_____ which will expire on [insert date] _____

Have there been changes to the crops and/or production/packing/storage/other activities you wish to include on your certificate? YES NO

If YES – complete the table below:

Crop	Grown for fresh market? (✓)	Grown for processing? (✓)	What needs to be included on your new certificate?				What was included on last year's certificate (specific to each crop)?			
			Production (✓)	Packing (✓)	Storage (✓)	Other (specify) (e.g., icing facility)	Production (✓)	Packing (✓)	Storage (✓)	Other (specify) (e.g., icing facility)

(Attach additional pages if needed)

Declaration to be completed by Person Responsible for the Operation:

I have completed the self-declaration and self-assessment accurately and in full. I agree to continue conforming to the requirements of the CanadaGAP® Program and to maintain the required documentation on an ongoing basis. I agree to update my manual as practices and procedures change in my operation, and, to the best of my ability, produce safe product for my industry and customers. *Please check off (✓):*

- Certification carries the responsibility for the person responsible for the operation to:
 1. Maintain the food safety system compliant with the CanadaGAP Manual(s).
 2. Cooperate in a timely manner with the certification body in their efforts to follow-up on: statements made in the self-declaration; findings resulting from certification body review of the self-assessment checklist; and/or other surveillance activities including on-site audits.
 3. Accept regular surveillance audits and respond to the findings.
 4. Inform CanadaGAP **in writing** of any changes to the operation's food safety system, including the scope of activities and crops encompassed by the Certification, the legal operating name and address, name(s) of person(s) responsible for the operation, choice of CanadaGAP certification option, choice of certification body, etc.
 5. Respect the restrictions related to the use and control of the CanadaGAP Program and Certification Body logos and certification mark.
 6. Report promptly to the Certification Body and/or to CanadaGAP (as required) any food safety prosecution, significant regulatory food safety incident (including investigation of a potential breach or deficiency) or nonconformity, or any product recall relating to food safety.

Name of Person Responsible for the Operation

Signature of Person Responsible for the Operation

The undersigned understands and declares that: [*please check off each item below* (✓)]

- The self-declaration and self-assessment checklist have been completed honestly, accurately and in full.
- The self-declaration constitutes a legal, binding document that is a sworn declaration of conformity with CanadaGAP requirements.
- Penalty will result if false declarations are made. There is no time limit on discovery of false declarations. Subsequent on-site audits may encompass a review of previous self-assessment checklists. Depending on the severity of the situation, penalties may involve a warning, increased surveillance (i.e., more frequent audits), suspension, or withdrawal of Certification.
- The operation may be randomly selected for an audit during any self-assessment year.
- The person responsible for the operation must co-operate in a timely manner (i.e., before certificate expiry) with the certification body to clarify any issues arising from submission or review of the self-assessment. A full on-site audit or loss of certification may be triggered by delays in submitting the self-assessment, in responding to questions arising from the review, or from findings of the review itself.
- A change in activities related to the scope of Certification requires a new on-site audit [e.g., production of new crops that must be covered by the Certification; new activities (i.e., production, storage, packing, other) that were not included on the certificate].
- Certification may be suspended or withdrawn for cause by the Certification Body. Non-payment of CanadaGAP annual program fees is cause for certificate withdrawal.
- The person responsible for the operation may voluntarily terminate Certification without cause, by informing the CanadaGAP Program in writing.
- The operation's Certification status will be made publicly available by the Certification Body.
- The CanadaGAP Manuals will be revised and re-issued regularly. The operator is responsible to obtain and use the latest version(s) from the website (www.canadagap.ca) and any correction notices. The operator is responsible to complete an annual review to their food safety program including incorporating any updates and/or corrections to the manuals.

Signed for and on behalf of:

Name of Operation (Legal Operating Name)

Signed at (location)

Date

Name of Person Responsible for the Operation

Title/Function

Signature of Person Responsible for the Operation

CanadaGAP Self-Assessment Checklist® for the Production, Packing, Repacking, Storage, Wholesaling and Brokerage of Fruits and Vegetables and Greenhouse Product – Version 10.1 2024

Instructions: Answer each question below by checking the appropriate box [Yes, No, Not Applicable (NA)]. If you are not meeting the requirement, write down your action plan (in the comments column) to meet the requirement(s) including approximate timeline for completion. The comments column may also be used if you wish to include additional information about your operation and/or production practices. This checklist applies to the CURRENT season's activities. **It is important to complete the form while the main activities relevant to your food safety program are occurring (e.g., harvesting, packing, storing, shipping, etc.).** This would correspond roughly to the timing of your previous audit(s). Use the CanadaGAP *Corrective Actions Report* to respond to any non-conformities that have been identified by the Certification Body.

IMPORTANT:

- The Forms and terminology referenced below correspond to the CanadaGAP Manuals. Custom forms that contain the same information may be substituted. The Forms do not need to be attached to this checklist but must be made available upon request. **Please circle** the applicable Form or other records (as indicated) to confirm they are completed and available to the reviewer.
- It is understood that all prevailing legislation (e.g., regulations at the federal, provincial, territorial, state, regional, local, municipal, etc. level) are followed.
- It is understood that all questions pertain to procedures, activities, practices, equipment, employees, etc. who are in direct with contact with product or have an impact on food safety (e.g., through cross-contamination).

Food Safety Program Maintenance and Review	Y	N	NA	FORM Completed and Available	Comments
1) Have you completed an annual review of your CanadaGAP manual and updated it to the most recent version?					
2) Has your food safety program been maintained on an ongoing basis?					
3) Has continuous improvement been demonstrated by addressing previous audit findings?					
Commodity Starter Products (Section 1)	Y	N	NA	FORM Completed and Available	Comments
1) POTATOES, TREE & VINE FRUIT, SMALL FRUIT, COMBINED VEGETABLES: Commodity starter product varieties that are genetically modified [e.g., Plants with Novel Traits (PNTs)] have been approved for use by the prevailing authority (e.g., federal government) or have been issued a letter of no-objection (e.g., from Health Canada)?				Letter of No-Objection	
2) POTATOES: Varieties are registered in Canada or have been tested for total glycoalkaloids?				Letter of assurance/ invoice	

Section	Y	N	NA	FORM Completed and Available	Comments
Premises (Section 2): both Production Site(s) and Buildings – including greenhouse production sites	Y	N	NA	FORM Completed and Available	Comments
1) New production sites have been assessed for the presence of heavy metals and other contaminants?					
2) Production sites have been assessed for potential hazards from adjacent areas and animal/bird activity and the annual assessment has been recorded?				V	
3) Only production sites where sewage sludge has NOT been applied are used?					
4) GREENHOUSE PRODUCT: Growing medium (e.g., rockwool, sawdust, vermiculite, soil, peat, etc.) is received with a letter of assurance from the supplier?				Letter of Assurance	
Buildings 5) A sketch of the interior of all buildings contains all required elements?				A	
6) Exterior of buildings are assessed to ensure there are no potential hazards and maintained to prevent contamination of product?					
7) Interior of buildings are assessed to ensure there are no potential hazards and maintained to prevent contamination of product?					
8) Monthly inspection of all buildings (when in use) is conducted and recorded?				G	
9) Pre-season product storage inspection is conducted and recorded?				B	
Agronomic Inputs (Sections 3, 4, 5 & 6)	Y	N	NA	FORM Completed and Available	Comments
1) Sewage sludge is used?					
2) A letter of assurance or written procedures are available for compost/compost tea?				Letter of Assurance/ Procedures	
3) Pulp sludge meets prevailing legislation (e.g., provincial regulations)?				Records as required by legislation	
4) Soil amendments meet prevailing legislation (e.g., provincial regulations)?				Records as required by legislation	
5) Agronomic inputs (fertilizers, soil amendments, pulp sludge, mulch/row covers, compost/compost tea, other by-products) application records are kept?				H2	
6) Manure is applied at least 120 days before harvest, product is not harvested before the 120 days has elapsed and complete and accurate records are kept of manure application date and harvest intervals?				H2, P/P1/P2, Q	
7) Manure is stored separately (from water sources, production sites, buildings, equipment, product, etc.) to prevent contamination?					
8) Agronomic inputs (other than agricultural chemicals – see questions 14/15 below and manure – see question 5 above) are stored separate from product, market ready packaging materials or other contaminants?					

Section	Y	N	NA	FORM Completed and Available	Comments
9) Agricultural chemicals are purchased from licensed dealers and receipts are signed and kept?				Receipt	
10) Agricultural chemicals are registered for use on applicable product in the country where it is grown or permitted in Canada under the Grower Requested Own Use Program or the Own Use Import Program, or permitted under comparable programs in other countries where product is grown?				GROU or OUI Certificate	
11) Agricultural chemicals are mixed and applied according to label directions?					
12) Agricultural chemical applicator(s) follows prevailing legislation (e.g., provincial regulations) AND has completed formal training (e.g., online course)?				License/ Certificate/ Formal Training Documents	
13) Agricultural chemical application records are kept?				H1, H3, P1	
14) Agricultural chemicals are stored in dedicated, identified and locked area(s)?					
15) Agricultural chemicals are stored in a covered, dry/clean area with the integrity of the containers maintained and labels are intact and legible?					
FOR EXPORTS ONLY: (complete Q.16-17– Both the applicator of the agricultural chemicals and/or the exporter of the product would be responsible for the below questions)					
FOR EXPORTS ONLY: 16) Only chemicals approved for use in the destination market(s) are used and supporting information is available about acceptable chemicals in destination markets (e.g., registration for the specific crop, product labels, Maximum Residue Limits, banned lists, etc.)?				Supporting Documents	
FOR EXPORTS ONLY: 17) Where customers require agricultural chemical residue testing: a. Agricultural chemical residues on product do not exceed the published Maximum Residue Limits (MRL) in the destination market(s)? b. Residue test results are available from an accredited lab that uses appropriate sampling and testing methods to perform analyses in accordance with the applicable requirements of ISO/IEC 17025, or evidence is available demonstrating participation in a third party agricultural chemical residue monitoring system traceable to the farm?				Test results and/or Supporting Documents	
Agricultural Water (Section 7)	Y	N	NA	FORM Completed and Available	Comments
1) Untreated sewage water is used?					
2) Water sources have been assessed?					
3) If risk is identified, corrective actions and/or preventive measures have been taken?					

Section	Y	N	NA	FORM Completed and Available	Comments
4) GREENHOUSE PRODUCT - potable water is used for overhead sprays of agricultural chemicals and for misting? - potable water is used for irrigation/fertigation/chemigation of leafy greens/fresh herbs? -potable water is used to fill or replenish ponds used for growing living/floating lettuce/herbs?				Water tests	
5) If agricultural water is stored the cistern/tank/container has been cleaned prior to first use and the cleaning has been recorded OR a water test is available?				I Written Instructions Water Test	
Equipment (Section 8)	Y	N	NA	FORM Completed and Available	Comments
1) Production site equipment is inspected before use, cleaned when in use and condition does not contribute to contamination of product?					
2) Records are kept of production site equipment cleaning, inspection and maintenance, when in use and at the appropriate frequency?				I SSOP	
3) Agricultural chemical application equipment (in both the production site and building) is calibrated according to written instructions and records kept? This includes scales for weighing chemicals.				I Instructions Detailed Results	
4) Agricultural chemical application equipment is cleaned, used for mixing, rinsed or flushed where production sites and/or water sources may not become contaminated?					
5) A device/method is used to prevent backflow from agricultural chemical application equipment into water sources or production sites?					
6) Hand-held cutting and trimming tools in direct contact with product are non-retractable? (Greenhouse operations may use retractable knives but have a written procedure to control the risk.)					
7) Hand-held cutting and trimming tools in direct contact with product (and the tool's case/sheath/cover) are properly cleaned daily before use and this is recorded daily?				I SOP SSOP	
8) Hoses for potable water uses have ends kept up off the ground, are stored in a way that prevents contamination, and are flushed out before EACH use (in both the production site and buildings)?					
9) Building equipment is inspected before use, cleaned weekly (minimum) when in use, easily accessed for cleaning and condition does not contribute to contamination of product?					
10) Records are kept of building equipment cleaning, inspection and maintenance when in use at the appropriate frequency?				I SSOP	
11) Calibration records are available for building equipment such as pH/ORP meter, thermometer, etc.?				I	
12) All equipment (when not in use) is stored separate from product, water sources, market ready packaging materials, etc.?					

Section	Y	N	NA	FORM Completed and Available	Comments
Cleaning, Maintenance Materials and Waste Management (Sections 9 & 10)	Y	N	NA	FORM Completed and Available	Comments
1) Cleaning and maintenance materials are appropriate for intended use and use avoids cross-contamination and is according to label instructions (if applicable)?					
2) Cleaning and maintenance materials are stored properly?					
3) Garbage, recyclables and compostable waste are in dedicated containers in appropriate areas and covered (where pest intrusion is a problem)?					
4) Garbage, recyclables and compostable waste emptied and cleaned as needed?					
5) Cull(s) are stored away from market product (if applicable)?					
6) Empty agricultural chemical containers are disposed of according to regulations, not reused, stored separate from product, water sources and market ready packaging and stored in designated/labelled containers/areas?					
7) Waste from toilets is disposed of away from the production site(s), agronomic inputs, water sources, etc.?					
8) Wastewater from hand washing facilities and production wastewater are disposed of properly?					
Personal Hygiene Facilities (Section 11)	Y	N	NA	FORM Completed and Available	Comments
1) For production site employees: Washroom(s) and hand washing facility(s) are provided? (Refer to Section 11 for specifics on where these are required to be. Toilets may be accessible through transportation.)					
2) For packing/repacking/product storage employees: Washroom(s) are provided on-site or in the immediate vicinity, and hand washing facility(s) are provided (Refer to Section 11 for specifics on where these are required to be.)?					
3) Washrooms/hand washing facilities are fully stocked and cleaned at the appropriate frequency (based on use)?					
4) Records are kept for stocking/cleaning of washrooms/hand washing facilities?				J	
5) There are waterproof coverings for wounds (e.g., gloves) and fully stocked first aid kits?					
6) There is/are: <input type="checkbox"/> dedicated lunch/break areas? <input type="checkbox"/> dedicated areas to store personal effects? <input type="checkbox"/> proper storage of working effects?					
7) Employees remove working effects before breaks/entering washrooms?					

Section	Y	N	NA	FORM Completed and Available	Comments
Employee Training and Visitor Policy (Sections 12 & 13)	Y	N	NA	FORM Completed and Available	Comments
1) Personal hygiene and food handling practices training is provided to all employees, as a refresher to returning employees, to reinforce new practices, in appropriate language(s)?					
2) Records are kept of personal hygiene and food handling practices training provided to employees?				C, D, K	
3) A designated person(s) is responsible for training and compliance?					
4) Employees are adhering to safe food handling practices?					
5) Policy is in place for handling employee illness?					
6) Controlled-access areas are determined within buildings?					
7) Visitors are informed of and understand visitor policy and visitor sign-in records are available?				L	
8) U-pick customers are provided with washrooms, hand washing facility(s), a hygiene policy and a set of instructions?					
Pest Program for Buildings (Section 14)	Y	N	NA	FORM Completed and Available	Comments
1) There is an effective pest program in place?					
2) Visual assessment of interior of buildings shows no chewed walls/boxes, no birds nesting, no animals/animal tracks and no feces?					
3) Monthly records (at a minimum) are kept of control, monitoring and use of pest control devices and products?				E, M	
4) Traps are effective, appropriate for use and properly placed (on the inside of each entrance on both sides, flush against the wall, etc.)?					
5) Pest Control Products are stored properly (separate from product/packaging materials; in a clean, covered, dry location; with labels intact and legible, etc.)?					
Water (for Fluming and Cleaning) and Ice (Sections 15 & 16)	Y	N	NA	FORM Completed and Available	Comments
1) Written assessment of each water source includes: intended use, method of application, potential hazards, corrective actions (if any)?				F	
2) Water tests (2 annual) are available showing microbiological quality is appropriate for intended use? Refer to the appropriate manual(s) for requirements on potability.				Water tests	
3) Treated water is treated properly?				Instructions/ Labels	
4) Water treatment is monitored and recorded?				N1 Alternative Treatment Methods	

Section	Y	N	NA	FORM Completed and Available	Comments
5) TOMATOES/APPLES - Water is not kept potable therefore product and water temperature is monitored/controlled?				N2	
6) CANTALOUPE/MUSK MELONS – Water is kept potable and cantaloupe/musk melons are NOT fully submerged in this water?				N2	
7) The cistern/tank/container (used to store water) is cleaned at the appropriate frequency according to SSOP and the cleaning is recorded?				I SSOP	
8) The cistern/tank/container (used to store water) is filled using an appropriate procedure and the filling mechanism, employees, outside sources, etc. do not contaminate the stored water?				SOP	
9) The part (e.g., spigot, tap, opening, etc.) where the cistern/tank/container water is emptied from is kept free from contamination?					
10) Ice is stored in clean, covered, designated containers/areas and in a manner that protects it from contamination?					
11) Ice is handled to prevent contamination, including using clean, designated tools/equipment?					
12) Ice is used only once (i.e., not recycled or recovered)?					
13) Ice tests (2 tests per year) are available if ice is produced on-site and/or a letter of assurance is available from supplier if ice is purchased?				Ice tests or Letter of Assurance	
Packaging Materials (Section 17)	Y	N	NA	FORM Completed and Available	Comments
1) Harvested product packaging materials are cleaned before first use according to a written procedure and complete and accurate records are kept OR cleaned by a third party using a CanadaGAP procedure and a letter of assurance is received?				I SSOP Letter of assurance	
2) Harvested product packaging materials are free of loose objects/debris?					
3) Harvested product packaging materials are not removed from the premises by employees or taken home?					
4) Harvested product packaging materials are inspected before each use?					
5) Harvested product packaging materials are clearly marked if used for any other purpose?					
6) Harvested product packaging materials are stored separate from sources of contamination and to prevent damage?					
7) Harvested product packaging materials are tracked (e.g. through harvest dates, date received, etc.) by the use of pallet/bin tags or some other form of identification/					
8) Market ready packaging materials and packaging accessories are used properly (e.g., new, cleaned, with a liner, etc.)?				I SSOP Letter of assurance	
9) Market ready packaging materials are clean and free of debris and inspection of materials is recorded?				Q	
10) Market ready packaging materials are handled in a way that maintains their integrity and prevents cross-contamination before and during use?					

Section	Y	N	NA	FORM Completed and Available	Comments
11) Market ready packaging materials are kept off the ground during use?					
12) Market ready packaging materials are not used for any other purpose (unless marked) and do not contaminate product?					
13) Market ready packaging materials and packaging accessories are labelled correctly?					
14) Market ready primary and secondary packaging materials and packaging accessories are stored in a clean, covered, dry location, off the ground, away from the wall (at least 8 cm) and separate from sources of contamination or to prevent damage?					
Growing, Harvesting, Sorting, Grading, Packing, Repacking, Storing and Brokerage (Sections 18 & 19)	Y	N	NA	FORM Completed and Available	Comments
1) Agricultural chemical Pre-Harvest Intervals (PHI's) are checked before harvest and this is recorded?				P/P1/P2 Q	
2) Before harvesting, production site is surveyed to ensure there are no signs of obvious contamination (e.g., no spills, flooding, animal intrusion, toilets leaking, toxic weeds/trap crops, etc.)?					
3) When harvesting, packaging materials are not a source of contamination (except for Potatoes)?					
4) A visual inspection of product is conducted before and during harvest for any sources of contamination (e.g., excrement, biological controls, etc.) (except for Potatoes)?					
5) Product that has fallen/touched the ground is left on the ground (not harvested) [FOR Greenhouse Product, Small Fruit (except for cranberries) and Tree and Vine Fruit ONLY]?					
6) GREENHOUSE PRODUCT: At harvest employees visually inspect product and surrounding area for glass, and records are kept?				Q R	
7) GREENHOUSE PRODUCT: During harvest the product is protected from contamination [e.g., water dripping when harvesting or transferring product (e.g., trays, rafts, roots)]?					
8) FOR ALL COMMODITIES EXCEPT FOR CUCUMBERS AND PEPPERS SENT FOR PICKLING AND REPACKING, WHOLESALING AND BROKERAGE OF FIDDLEHEADS: When selecting/purchasing/transacting harvested/market product from another source, product is from Canada GAP-certified operations or from operations that have successfully completed another industry recognized third party food safety audit/certification? FOR CUCUMBERS AND PEPPERS SENT FOR PICKLING AND REPACKING, WHOLESALING AND BROKERAGE OF FIDDLEHEADS: When selecting/purchasing harvested/market product from another source, product is from a supplier with a credible food safety program?				Current/Valid Certificate Credible Written Evidence	

Section	Y	N	NA	FORM Completed and Available	Comments
9) When selecting/purchasing services from an outside service provider to perform activities on behalf of the operation (e.g., harvesting, packing, icing, washing of product, storing in a standalone storage operation), services are from CanadaGAP-certified providers or from providers that have successfully completed another industry recognized third party food safety audit/certification? <input type="checkbox"/> <i>If 'no' is chosen in the middle column: If a valid food safety certificate/third party audit report from an outside service provider performing an activity is not available, then that activity will be excluded from the certificate.</i>				Current/Valid Certificate	
10) Sorting and grading is done to remove foreign objects, damaged or rotten product, crop debris?					
11) Wax is used with knowledge of origin and applied according to label instructions?				Letter of No-Objection or of Assurance	
12) Complete, accurate wax application records are kept?				Q	
13) "Other materials" are used with knowledge of origin, applied according to label instructions, stored appropriately and a complete list is recorded?				List	
14) Environmental Monitoring Program (EMP): A risk assessment was conducted, identified risks were mitigated, and if needed, a sampling plan and further action were taken? The EMP is maintained on on-going basis?			<input type="checkbox"/> A1/A2		
15) A procedure for the approval of suppliers is established, implemented, and maintained?			<input type="checkbox"/> A1/A2	List(s)	
Storage and Transportation of Product, Identification, Traceability, Deviations and Crisis Management (Sections 20, 21, 22 & 23)	Y	N	NA	FORM Completed and Available	Comments
1) All product is stored in a manner that prevents contamination?					
2) Product is loaded into appropriate, clean, inspected vehicles?				O	
3) Market product is covered during transportation?					
4) Records are kept of product being transported to someone else's premises?				O	
5) Traceability can be established through records and complete and accurate records are kept for agronomic inputs, harvesting, packing, repacking, storing, etc.?				P/P1/P2, Q, Written Confirmation	
6) Records are kept of major deviations and complaints?				R	
7) Food defense risks are addressed and a system is in place to reduce or eliminate the identified risks?			<input type="checkbox"/> A1/A2	T	
8) An allergen program is in place to ensure that cross contamination does not occur?			<input type="checkbox"/> A1/A2	S	

Section	Y	N	NA	FORM Completed and Available	Comments
9) An up-to-date recall program is in place and a mock recall is conducted annually (on the current season's product)?				Contact Lists, Mock Recall Documentation	
10) Food fraud vulnerabilities have been assessed and mitigation measures implemented (if applicable)?			<input type="checkbox"/> A1/A2	U	
11) Food safety culture is created, assessed, implemented, maintained and reviewed annually?			<input type="checkbox"/> A1/A2		
FOR REPACKING AND WHOLESALING OPERATIONS ONLY Site-specific HACCP Plan (Section 24.1)	Y	N	NA	FORM Completed and Available	Comments
1) A site-specific HACCP plan has been documented and implemented, and this HACCP plan is reviewed and updated annually?				HACCP Plan	

Name of Person Responsible for the Operation

Signature of Person Responsible for the Operation

Date

CERTIFICATION BODY USE:

Reviewer Name: _____ Signature: _____

Review Date: _____

Comments: _____

- Growing, Harvesting, Sorting, Grading, Packing, Repacking, Storing and Brokerage (Sections 18 & 19), Question 9:** If the auditee does not have a valid food safety certificate/third party audit report from an outside service provider performing an activity, then that activity will be **excluded** from the certificate.

Instructions to the CB: If during review of the self-assessment the CB finds non-conformities that it determines must be addressed by the program participant, the CB should detail the corrective action requests (CARs) in the “Comments” section above, and instruct the program participant to respond to the CARs using the *CanadaGAP Corrective Actions Report*.