Food Safety & Worker Safety
Train-the-Trainer Session for Contractors Working on Mushroom Farms

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December 5th, 2014
Avondale, PA
What happens when you need contracted employees and they do not follow the food safety rules because they do not know them?

ALL employees in the farm MUST follow appropriate food safety practices and be trained (PrimusGFS, SQF, Harmonized GAP, etc.)
Why do we Train Employees?

- Barriers: Cost, employee turnover, language and cultural differences but it definitely needs to get done!!!
- Paperwork?
- An audit’s requirement? Training is a very important audit’s component

To provide people with knowledge and skills to keep our mushrooms safe!!!

EVERYTHING COMES DOWN TO PEOPLE
Basic Food Safety Training
For Contracted Employees at Mushroom Farms

- Instructor’s Guide
- Poster
- Commitment Form
- Compliance Agreement
Instructions Sheet

Basic Food Safety Training
For Contracted Employees at Mushroom Farms - Instructor’s Guide

The Mushroom Good Agricultural Practices (MGAP) standards require that ALL employees working at a mushroom farm receive food safety training.

The Basic Food Safety Training for Contracted Employees at Mushroom Farms Poster and Commitment Form is a training tool developed to be used when employees from contracted companies are initially hired and ready to perform any type of job at a mushroom farm.

The poster illustrates 12 food safety areas in which employees must be trained before performing any type of job at a mushroom farm. The commitment form has short, written descriptions of each of the areas on the poster. The poster and commitment form are intended to be used with employees at the time of hiring, prior to starting work on a contracted project. Materials are available in English and Spanish.

A Contracted Company Food Safety Compliance Agreement is included in the program. Each farm may decide to use it with its contractors to document commitment to training.

How to use the Basic Food Safety Training for Contracted Employees At Mushroom Farms Poster and Commitment Form:

1. When a new employee is hired and before performing a job at a mushroom farm, the employer shows the poster to the employee.

2. With the employee looking at the poster, the employer reads, in a language the employee understands, from the commitment sheet the explanations of the 12 food safety areas illustrated on the poster.

3. The employee then signs a copy of the commitment form, which states that he or she received and understood the basic food safety rules for working at any contracting mushroom farm.

4. A copy of the signed sheet is given to the employee and the original is placed in the employee’s file or in a food safety training documentation file.

5. The poster is kept by the employer for future training needs.

6. The Basic Food Safety Training posters can be displayed throughout the company as food safety reminders for all employees.

Producing Safe Mushrooms

Step by step instructions on how to conduct the training program.
A Contracted Company Food Safety Compliance Agreement is included in the program. Each farm may decide to use it with its contractors to document commitment to training.
Poster and Commitment Form

Basic Food Safety Training
For Contracted Employees at Mushroom Farms

1. Personal Hygiene
2. Hair Restraints
3. Jewelry
4. Eating, Drinking & Smoking
5. Restrooms & Toilet Paper
6. Personal Health
7. Wounds & Blood
8. Glass on the Farm
9. Packaging Materials
10. Tools & Equipment
11. Chemicals
12. Traffic Patterns

1. Personal Hygiene
- Personal hygiene should be followed good practices hygiene.
- Personal hygiene practices should be followed good practices hygiene.
- Personal hygiene practices should be followed good practices hygiene.
- Personal hygiene practices should be followed good practices hygiene.

2. Hair Restraints
- Hair must be kept clean and free of debris.
- Hair must be kept clean and free of debris.
- Hair must be kept clean and free of debris.
- Hair must be kept clean and free of debris.

3. Jewelry
- Jewelry must be kept clean and free of debris.
- Jewelry must be kept clean and free of debris.
- Jewelry must be kept clean and free of debris.
- Jewelry must be kept clean and free of debris.

4. Eating, Drinking & Smoking
- Eating, drinking, and smoking are prohibited.
- Eating, drinking, and smoking are prohibited.
- Eating, drinking, and smoking are prohibited.
- Eating, drinking, and smoking are prohibited.

5. Restrooms & Toilet Paper
- Restrooms and toilet paper are to be kept clean and free of debris.
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- Restrooms and toilet paper are to be kept clean and free of debris.

6. Personal Health
- Personal hygiene practices should be followed good practices hygiene.
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- Personal hygiene practices should be followed good practices hygiene.
- Personal hygiene practices should be followed good practices hygiene.

7. Wounds & Blood
- Wounds and blood are to be kept clean and free of debris.
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- Wounds and blood are to be kept clean and free of debris.

8. Glass on the Farm
- Glass on the farm is to be kept clean and free of debris.
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- Glass on the farm is to be kept clean and free of debris.

9. Packaging Materials
- Packaging materials are to be kept clean and free of debris.
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10. Tools & Equipment
- Tools and equipment are to be kept clean and free of debris.
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11. Chemicals
- Chemicals are to be kept clean and free of debris.
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12. Traffic Patterns
- Traffic patterns are to be kept clean and free of debris.
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Posters and Commitment Form

Basic Food Safety Training
For Contracted Employees at Mushroom Farms

Employee Name (Printed)

Company Name (Printed)

Date (Printed)

I, ____________________________, the undersigned, have read and understand the basic food safety training at ______________________, and agree to follow the food safety rules at all times.

Signature (Printed)

Date (Printed)
The poster and commitment form are intended to be used with employees at the time of hiring, prior to starting work on a contracted project.

Materials are available in English and Spanish.
The poster illustrates 12 food safety areas in which contracted employees must be trained before performing any type of job at a mushroom farm.
The commitment form has short, written descriptions of each of the areas on the poster.
When a new employee is hired and before performing a job at a mushroom farm, the employer shows the poster to the employee.

With the employee looking at the poster, the employer reads, in a language the employee understands, from the commitment sheet the explanations of the 12 food safety areas illustrated on the poster.
The employee then signs a copy of the commitment form, which states that he or she received and understood the basic food safety rules for working at a mushroom farm.
1. Personal Hygiene
2. Hair Restraints
3. Jewelry
4. Eating, Drinking & Smoking

![Image](image_url)
5. Restrooms & Toilet Paper
6. Personal Health
7. Wounds & Blood
8. Glass on the Farm
9. Packaging Materials
10. Tools & Equipment
11. Chemicals
Contractors are a key part of helping mushroom farms prevent contamination to the mushrooms. If employees follow the policies and procedures mentioned above in good faith, they will be following the mushroom industry’s food safety basic rules.
Commitment Statement and Documentation

- If it is not DOCUMENTED it did not happened!!! Make sure the employee signs a copy of the commitment sheet.

- I ________________________ (Employee Name) received and understood the basic food safety training of ________________________________ (Contractor’s Company Name), on _________________ (date), and I am making a commitment to follow the food safety rules at all times.
• A copy of the signed sheet is given to the employee and the original is placed in the employee’s file or in a food safety training documentation file.

• The poster is kept by the employer for future training needs.

• The Basic Food Safety Training posters can be displayed throughout the company as food safety reminders for all employees.
Thank you - Questions

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“Culturally Compatible Food Safety Training Solutions”