

*Sustainable Harvest Farm has always placed food safety as a top priority on our farm and throughout our operations. Our farm voluntarily undergoes an annual market access audit which ensures “Good Agricultural Practices” (GAP) are being followed on the farm which align with the FDA’s Food Safety Act Produce Safety Rule technical requirements. Although COVID-19 is not a foodborne illness, this document highlights both existing food safety and health procedures as well as additional precautions put in place in response to COVID-19.*

### **Hand Washing**

Recognizing the importance of hand washing in combatting the spread of this virus, our employees are washing their hands before starting work each day on the farm and at least once per hour over the course of their shift. This is in addition to the food safety protocol currently in place which requires hand washing after eating, drinking or using the restroom.

We follow the CDC recommended hand washing steps:

- ♻️ **Wet** hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- ♻️ **Lather** hands by rubbing them together with the soap. Lather the backs of hands, between fingers, and under nails.
- ♻️ **Scrub** hands for at least 20 seconds.
- ♻️ **Rinse** hands well under clean, running water.
- ♻️ **Dry** hands using a clean, single use paper towel

### **Employee Illness**

Any employee who feels ill will be required to stay home from work until they feel better and their symptoms (fever, cough, fatigue or shortness of breath) are gone. No employee will be permitted to work if they have had a fever within the past 72 hours. If an employee takes ill during the work day, they will be required to leave immediately and not return until they feel better and they have no symptoms of illness.

### **Health, Hygiene and Safe Work Practices on Our Farm**

At Sustainable Harvest Farm, we strongly encourage our team to practice good health and hygiene including respiratory etiquette on a daily basis. We also maintain a clean and food safe environment throughout harvesting, cleaning, packaging and storage of our produce and, have increased the frequency of disinfecting wipe downs of surfaces and work areas. We provide the necessary tools and supplies (tissues, no touch trash cans, hand soap, alcohol-based hand rubs, disinfectants and disposable paper towels) to ensure good housekeeping and hygiene compliance with the above. Whenever and wherever possible, we will maintain 6 ft. separation in our operations. The team is asked to share with Ford any ideas or observations for continuous improvement.

### **Sustainable Harvest Farm Deliveries**

Our delivery driver(s) will follow the same health and hygiene protocols as our on-farm employees. They will be required to wear gloves while packing Farm Shares and making deliveries, and conduct regular disinfecting wipe downs of their truck's cab and door handles. Sustainable Harvest Farm will again this year pack and delivery our Farm Shares in single use plastic bags. We will work closely with the various Farm Share drop off venues or our other customers to ensure we are following their state, local and business COVID-19 guidelines and safety precautions, and be flexible to pivot creatively as needed to ensure continuity of supply.

### **Off Hours Employee Guidelines**

Since a number of our team members are on H-2A visas (program allowing foreign nationals into the United States to fill seasonal agricultural jobs) and living seasonally on our farm, we are strongly encouraging them to only leave the farm for essentials (i.e. food, medications, etc.) and adhere to the State of Kentucky "Healthy at Home" COVID-19 mandates.

### **Positive COVID-19 Test**

In the highly unlikely event that a team member tests positive for COVID-19, they will be required to stay off the job for 14 days after the fever and other symptoms are gone. If an H-2A employee tests positive, the necessary precautions will be taken to minimize or prevent exposure to other roommates.

### ***Our Unwavering Commitment***

*Despite the uncertain and unprecedented times, we find ourselves in currently, our commitment to safely providing certified organic, farm-fresh produce from our farm to customers' tables remains steadfast and unwavering. Now, more so than ever, we take very seriously our responsibility to support healthy eating and help feed our communities nutrient rich, farm-fresh vegetables and select fruit. As ongoing information becomes available about COVID-19 from our government or our wonderful farming community, we will continue to refine our practices and protocols to ensure food safety and the health and well being of our family, employees and customers.*