



Tishaniik Tribal Farm



Mission: to provide fresh, healthy, local, sustainably grown produce to Tribal people and programs

The following is an edited version of Potawot Community Food Garden's Standard Operating Procedures. Potawot Community Food Garden is operated under the umbrella of the United Indian Health Services, Inc. It is a California certified organic operation. The following SOPs are adopted from CA state standards. This is a draft.

Purpose: To provide clear food safety practices and procedures that minimize contamination of garden produce with foodborne pathogens.

Responsibilities:

It is the responsibility of Tishaniik Tribal Farm (TTF) staff and volunteers to

1. Practice proper personal hygiene
2. Assure harvesting and washing of produce is performed in a manner that minimizes soil contact and avoids areas of potential contamination
3. Assure proper cleaning and storage of produce harvest containers and boxes
4. Minimize the impact created by rodents, insects and fungus
5. Report any incidents to the Food Sovereignty Coordinator or designee

It is the responsibility of the Food Program Manager or Designee and Tishaniik Farm Manager to

1. Provide supervision to the Tishaniik Tribal Farm operations
2. Monitor, identify and correct problems related to potential contamination
3. Maintain compliance with state and federal regulations as well as KDNR Policies and Standard Operating Procedures related to cleanliness, contamination and safety.
4. Collect and report data
5. Ensure proper signage is posted

Procedures:

Employee Training (Health and Hygiene)

1. Garden workers should not work in the garden without proper work hygiene, with illness and/or open wounds
2. Food Coordinator and Production Manager will ensure there are adequate sanitary and hygiene facilities provided for staff and volunteers to wash hands and use bathroom facilities including a separate hand washing sink with soap, with single use paper towels made available
3. TTF employees and volunteers must wash hands before handling food
4. TTF employees and volunteers must wash hands after eating, smoking, and using the restroom, in the manner outlined in the TTF Hand Hygiene SOP
5. The produce washing sink should never be used to wash hands. The hand washing sink should never be used to wash produce
6. Proper signage will be posted by produce washing sink and hand washing sink
7. Employee and volunteer training will be held yearly to review the proper techniques for harvesting and washing produce and equipment
 - a. Employees are responsible for ensuring volunteers know of and use the proper health and hygiene techniques for harvesting, washing and cleaning produce and equipment
 - b. Training records will be kept on file in Pikyav Office at KDNR
8. Do not wear soiled field clothes, especially shoes and boots, in the cooler unit
9. Do not allow pets or other domestic animals to wander in the field and continue to look for signs of wild animals



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Equipment

1. The following equipment is used in the Karuk's Tishaniik Tribal Garden
 - a. Harvesting containers
 - i. Visual inspection and cleaning of containers will be made prior to use
 - b. Gardening equipment (gloves, tools)
 - i. Tools will be cleaned as needed to support food safety
 - c. Tractor
 - i. Will be maintained annually
 - ii. Will be cleaned upon visual inspection
 - d. Refrigerator
 - i. Will be maintained at 32-40 F and regularly cleaned as follows:
 1. External portion: cleaned with mild soap and water after visual observations of dirt build-up
 2. Internal portion:
 - a. Condenser coils, fan blades, and motor: once a year
 - b. Dry cleaning to remove dust, dirt, lint spider webs, etc.
2. Employees and volunteers will not use any equipment, storage space or other buildings until they have been trained on their purpose

Harvesting and Washing Procedures:

1. Tishaniik Tribal Garden adheres to organic standards by using only Organic Materials Review Institute (OMRI) certified products of product guidance.
2. A visual inspection of plants, harvest tools, harvest containers, and wash station is made prior to harvest. Look for:
 - a. Animal waste: wild, domesticated, and bird. All excrement will be removed with water and an approved cleaning solution. If the fecal matter has come in contact with the harvestable portion of a plant, that portion will be disposed of.
3. Cleanliness of harvest tools, containers, and washing station: If harvest tools, containers or washing station are not clean, they will be cleaned with approved cleaning solution, prior to harvest
4. Produce is washed in clean municipal water to remove dirt and insects. Some produce may require a second washing prior to repacking. Produce will be repacked into clean containers.
 - a. Municipal water is tested frequently and results are on file with the Camp Creek Municipal water district
5. Washed and clean produce should be placed in appropriate containers and should never be placed on the ground.

Post-harvest Processing and Storage:



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1. All field soil shall be removed from the outside of harvest containers before they are moved into the refrigerator
2. All packing materials and containers will be stored in a clean area off the ground so they cannot be damaged or contaminated by pests, water, dirt, or chemical spills
3. Any harvest crate that comes into contact with the ground prior to harvest time will be cleaned again before use
4. Harvest containers should not be used for carrying or storing non-produce items

Pest Management

Establish and ongoing pest control program (rodents, birds, etc.) to include the following:

1. Any product with rodent damage will be discarded
2. No rodent bait will be used in produce packing area
3. Staff will visually inspect building and food preparation areas for pest
4. Staff will monitor frequently for pest activity
5. Only live traps or non-poison attractants will be used inside the packing house, if needed for the control of pests
6. The spaces surrounding the packing area are maintained so there are not significant accumulations of standing water, trash, food waste, or other debris that might attract pests or provide nesting material.
7. Interior floors, ceilings, and walls including doors, flooring and vents are inspected for cracks, holes and other openings. Any identified risks are properly blocked, repaired and/or sealed off