

FARM NAME _____

Doc.No. **2.12**

Title: **Product Traceability Plan**

Effective Date: _____

Reviewed by: _____ GAP Coordinator, Date: _____

1. All products produced by the farm will be assigned a traceability code (Lot number) based on harvest date, crop, and field number (2.16)
2. Lot numbers with inventory will be recorded on crop production-disposition sheets (5.05) as product is harvested from the field.
3. Harvested product will be tagged, stamped or labeled by marketing unit (example, bin, box, pallet, bag, etc.) with the assigned lot number.
4. All product is invoiced as it is shipped from the farm.
5. Invoices include farm name and information, buyer name and information, and inventory amounts transferred/ exchanged.
6. Invoice should be signed or initialed by the customer (receiving party) when product is delivered
7. All unused/ unsold inventory is accounted for (production-disposition sheet) including quantity, date and method of disposal.
8. An annual "Mock Recall" shall be performed during the first full week of crop production each growing season (2.37).