

FARM NAME \_\_\_\_\_

Doc.No. **2.13**

Title: **Rules for Smoking, Eating and Breaks**

Effective Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ GAP Coordinator, Date: \_\_\_\_\_

1. No smoking is allowed in the production fields, product handling areas or break room.
2. Smoking is only allowed during lunch or break periods.
3. Smoking is only allowed in the designated smoking area at the farm.
4. This farm has a designated lunch and break time period.
5. Employees are responsible for bringing their own food in coolers or they are allowed to leave the farm during the lunch time period to go home to eat lunch.
6. No food or drinks except water in plastic containers are allowed to be consumed in production or product handling areas.
7. No glass containers are allowed in any produce areas of the farm.
8. A break room is available for workers to use during lunch or breaks. This room contains:
  - a. Tables and chairs
  - b. Water cooler
  - c. Restroom facility that includes handwashing and shower for emergency use
9. **All employees must wash hands before returning to work or production areas.**