



## Subpart C: Personnel Qualifications and Training

The Food Safety Modernization Act (FSMA) Produce Safety Rule has certain requirements for covered farms. Subpart C focuses on the qualifications and training for individuals who handle covered produce and food contact surfaces and those that are in supervisory roles for individuals engaged in covered activities under the Produce Safety Rule.

### Personnel Requirements

- All personnel must receive adequate training upon hiring, as necessary, and at least once annually.
- Training must be conducted in a manner that is easily understandable.
- All personnel must have a combination of education, training, and experience that ensure compliance with Subpart C in their work duties
- Training must be repeated as necessary when observations indicate personnel are not meeting standards of the Produce Safety Rule.

### Training Requirements

At a minimum, all personnel who handle covered produce during covered activities or those in supervisory roles must receive training that includes:

- Principles of food hygiene and food safety
- Recognizing the symptoms of health conditions that may result in the contamination of covered produce or food contact surfaces

For those who are engaged in harvest of covered produce, training must also include:

- Recognizing produce that must not be harvested
- Inspecting harvest containers and equipment to ensure they are in acceptable condition
- Correcting problems with harvest containers or equipment, or reporting such problems to a supervisor

In addition, each farm must have at least one supervisor or responsible party complete food safety training at least equivalent to standardized curriculum recognized as adequate by the Food and Drug Administration. A common form of this is the Produce Safety Alliance (PSA) Grower Training. Farms must also assign personnel to supervise to ensure compliance with Subpart C.



# Record Requirements

Records for Subpart C must have:

- The name and location of the farm
- Date and time of the training
- Topics covered
- Names of individuals trained
- Supervisor date and signature



Below is an example of a recordkeeping template for training records.

**Worker Training Record Template**

**Name and address of farm:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Trainer:** \_\_\_\_\_ **Training time:** \_\_\_\_\_

**Topics Covered:** \_\_\_\_\_

**Training materials:** Please attach any printed materials related to the training. Also reference any relevant SOPs or sections of the farm food safety plan that apply.

Employee Name (please print)	Employee Signature
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____

**Reviewed by:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FSMA PSR reference § 112.30(b) Confidential Record**

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