

# Building Your Own Farm's Food Safety Manual

Thursday,  
October 5th

**UF** | IFAS Extension  
UNIVERSITY of FLORIDA

## Okaloosa County Extension Office – Crestview

3098 Airport Rd., Crestview, FL 32539

The University of Florida/IFAS Cooperative Extension Service is offering a one day workshop to help growers develop their own food safety manuals. When you complete this one day workshop, you will have built the main parts of your own food safety manual. The classes will be done on a computer (one laptop provided per farm if needed), using a web-based food safety manual development program. Those farmers needing assistance on the computer can bring a computer savvy helper. The registration fee is \$35.00 for the first person representing a farm and \$15.00 for one additional attendee. The registration fee includes a notebook, refreshments, and lunch for the day. We do ask that you call to RSVP at 850-482-9620 or email Sabrina Farr at [s.farr@ufl.edu](mailto:s.farr@ufl.edu).

### SCHEDULE

8:00	Check In/Computer Assignment	12:00	Lunch
8:15	Welcome/Introductions	12:45	Review (FSMA) Manuals
8:30	Intro to Food Safety and the Food Safety Modernization Act (FSMA)	1:15	Introduction to GAP Forms Toolbox
9:30	Break	2:00	Break
9:45	Building a Farm Food Safety Manual Part #1	2:15	Preparing for a Food Safety Audit
10:45	Break	3:15	Photos of Good, Bad, or Ugly Food Safety Issues
11:00	Building a Farm Food Safety Manual Part #2	3:45	Class Evaluations & CEU Distribution
		4:15	Class Adjourned