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|  commercial food sanitation | Sanitation Standard Operating Procedure Guidance Document | Effective Date: September 1, 2020<...> |
| | Lettuce Cutting Board Cleaning Frequency: Daily | Revision Date: <...> |
| Unless otherwise documented, printed documents are not controlled. | | |

These guidelines have been written by Commercial Food Sanitation experts as well as multiple processors and trade groups for the benefit of harvesters. This document provides guidance that companies may decide to use part or all of. All final cleaning procedures need to be verified and validated through analytical results by the company utilizing them.

| Process Requirements | |
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| Requirements and Qualifications: | Clean PPE adhering to designated safety requirements — Boots, Wet Suits, Gloves, Hairnets, Eye Wear etc. Employees should be trained and adhere to Good Harvest and Sanitation Practices |
| Equipment / tools: | Color Coded Brushes, Single Use Scrub Pads, Buckets, Waste Containers etc. |
| Utilities: | Adequate Supply of LGMA Type A Water |
| Cleaning / sanitizing chemicals: | Detergent Sanitizer (200 ppm chlorine) or equivalent |

| Points of Interest | |
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| <p><u>CLEAN DIFFICULT TO ACCESS AREAS:</u></p> <p>Bottom surfaces of cutting boards</p> |  |

Synchronized Sanitation Process

| Step | Process Details | Photos |
|-------------------------------|---|--------|
| Sanitation Preparation | Ensure clean PPE and supplies are available. Ensure clean, designated containers or staging locations are available for cleaning cutting boards Do not place cutting boards on the ground Ensure proper lighting is available for cleaning | |

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| | <p>Identify and report abnormal conditions prior to cleaning and follow-up as necessary</p> <p>Cutting boards should be in good condition. Replace or recondition as necessary.</p> | |
| <p>Step 1</p> <p>Clean and Sanitize after Harvesting</p> <p><i>After Operation</i></p> | <ul style="list-style-type: none"> a) Remove gross soils b) Rinse cutting boards c) Remove boards from stations to enable cleaning top, bottom and sides. <i>While this should be done daily, where screwed in, dismantling and full cleaning is conducted at a designated frequency (weekly minimum)</i> d) Add detergent at manufacturer's recommendations to clean, designated wash containers, foamers or suitable alternative for direct application and prepare for scrubbing. e) Place cutting boards in wash container or on a clean staging area; soak and scrub them with approved brush(es) or a single use cleaning pad (replace pads each day after cleaning) f) Pay close attention to "hard to reach areas", particularly bottom surfaces if affixed to the harvester. g) Rinse all surfaces of each cutting board with chlorinated water. Take precautions to avoid cross-contamination from surrounding areas h) Visually inspect each cutting board; document cleaning and inspection results. Reclean or replace as necessary. i) Clean and return supplies to designated locations. | |

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| <p>Step 2</p> <p>Operation</p> | <ul style="list-style-type: none"> a) Cutting boards should be rinsed routinely including after each break and switching ranches. b) Sanitizing solution should be checked for clarity, concentration and changed if needed after each break | |
| <p>Step 3</p> <p>Sanitizing</p> <p>Pre-Operation</p> | <ul style="list-style-type: none"> a) Rinse all surfaces of each cutting board with chlorinated water. b) Sanitizing solution should be checked for concentration c) Visually inspect cutting boards; document cleaning and inspection results d) Replace or recondition cutting boards in disrepair e) Clean and return supplies to designated loctations | |

Associated Documents:

Lettuce Harvester SSOP Guidance

Lettuce Harvester Periodic Cleaning Program

Knife and Sheath SSOP Guidance

Tarp Cleaning SSOP Guidance

Truck Cleaning SSOP Guidance

Preventative Maintenance Programs/Documents

DOCUMENT CONTROL (not to be printed)

| Revision History | | | |
|-------------------|---------|-------------|-----------|
| Date | Version | Description | Authors |
| September 1, 2020 | 1 | | Rick Katz |
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