

SOP/SSOP | Sort/Grading/Packing

This SOP should be used in conjunction with relevant machinery manuals and manufacturer recommendations.

Procedure Reference	Effective Date	Revision Date	Approval Date
12	7/11/2020 2:57pm	7/14/2020 4:40pm	7/14/2020 4:40pm

DO NOT use this tool unless appropriately instructed in its safe use and operation and permission to operate has been given.

COMPULSORY PPE	AS NEEDED PPE
HAND PROTECTION MUST BE WORN MASK MUST BE WORN	

PRE-OPERATIONAL SAFETY CHECKS

The person responsible inspects the cargo area of the incoming vehicle and the received harvested/market product for damage or sources of contamination (e.g., glass, rodent droppings/feces) and if contamination is observed, they notify the operation of the problem and take appropriate action (e.g., sorts, grades, trims, removes contamination, refuses product, identifies and segregates product as required, etc.)

OPERATIONAL SAFETY CHECKS

Refer to HACCP Form 1 for specs: <https://sites.google.com/augustsharvest.com/haccp/forms/form-1?authuser=0>

During sorting and grading, employees or equipment: Separate foreign objects (e.g., stones, glass), damaged, rotten or green (FOR POTATOES ONLY) product and crop debris (e.g., stems, leaves) from marketable product Discard foreign objects, culls and debris in the appropriate location (e.g., back in the production site, labelled container)

HOUSEKEEPING

Harvested and market product, whether out in the production site or in the packinghouse, must be packed/repacked in a manner that minimizes sources of biological, chemical and physical contamination.

POTENTIAL HAZARDS

Biological, chemical and physical contamination.

SPECIAL NOTE

NO PERSONNEL ARE TO GRADE AND SORT PRIOR TO OBTAINING:

- COMPETANCY IN THE CORRECT USE OF THE EQUIPMENT
- READING AND FULLY UNDERSTANDING THE OPERATOR'S MANUAL
- READING THE STANDARD OPERATING PROCEDURE
- UNDERGOING THOROUGH PRACTICAL TRAINING WHILE PROPERLY SUPERVISED

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