



Oneota Community Food Coop • 312 West Water Street • Decorah, Iowa • 52101 • 563.382.4666 • www.oneotacoop.com

Retail Vendor Questionnaire - Farm

Name of Farm _____

Name of Producer/Owner _____

City _____ State _____ Zip _____

Telephone _____ Email _____

Total acres farmed _____ Availability of promotional materials ___ YES ___ NO

Products to be purchased _____

Is an insurance liability required? _____ YES (Dollar amount _____) _____ NO

Is the facility licensed and inspected to process products? _____ YES _____ NO

Are there acceptable substitutes available if an order cannot be filled? _____ YES _____ NO

PRODUCTION PRACTICES

Are wells protected from contamination?	YES	NO	N/A
If irrigation is used, what is its source?	WELL	STREAM	POND
	MUNICIPAL	OTHER	_____
What types of manures are used?	RAW MANURE	COMPOSTED	AGED
	NO MANURE IS USED		
Is raw manure incorporated at least 2 weeks prior to planting and/or 120 days prior to harvest?	YES	NO	N/A
Is the manure application schedule documented with a copy submitted to the retail operation?	YES	NO	N/A
Is land use history available to determine risk of product contamination (e.g. runoff from upstream, flooding, chemical spills, or excessive agricultural crop application)?	YES	NO	N/A
Is the field exposed to runoff from animal confinement or grazing areas?	YES	NO	N/A
Is land that is frequently flooded used to grow food crops?	YES	NO	N/A
Are coliform tests conducted on soil in frequently flooded land?	YES	NO	N/A
Are farm livestock and wild animals restricted from growing areas?	YES	NO	N/A
Are portable toilets used in a way that prevents field contamination from waste water?	YES	NO	N/A
Are you a certified organic farm?	YES	NO	N/A
Are you a G.A.P. certified farm?	YES	NO	N/A
If yes, who was the certification agency and the date of certification?			
Certification agency _____	Date of Certification _____		
Do you use chemical pesticides and/or herbicides to control weeds and pests?	YES	NO	N/A
If yes, please specify what you are currently using and have used in the past year _____			

Have you ever planted genetically engineered seed or crops on your property?	YES	NO	N/A
If yes, please specify what seed you are currently using and what it is used for _____			

Are you aware of any neighboring farms that plant genetically engineered seed?	YES	NO	N/A
If yes, please specify what measures you are taking to prevent cross contamination of your own crops _____			

Do you ever feed your animals genetically modified feed throughout their lifetime?	YES	NO	N/A
Would you agree to refrain from using genetically engineered seed and/or feed in the future?	YES	NO	N/A
Do you ever use antibiotics on your animals throughout their lifetime?	YES	NO	N/A
If yes, please specify roughly how often antibiotics are used and how they are administered _____			

PRODUCT HANDLING

Are storage and packaging facilities located away from growing areas?	YES	NO	N/A
Is there risk of contamination with manure?	YES	NO	N/A
Are harvesting baskets, totes, or other containers kept covered and cleaned (with potable water) and sanitized before use?	YES	NO	N/A
Is harvesting equipment/machinery that comes into contact with the products kept as clean as possible?	YES	NO	N/A
Are product and non-product containers available and clearly marked?	YES	NO	N/A
Is dirt, mud, or other debris removed from product before packaging?	YES	NO	N/A
Are food grade packaging materials clean and stored in areas protected from pets, livestock, wild animals, pests and other contaminants?	YES	NO	N/A

TRANSPORTATION

Is product loaded and stored to minimize physical damage and risk of contamination?	YES	NO	N/A
Is the transport vehicle well maintained and clean?	YES	NO	N/A
Are there separate designated areas in transport vehicle(s) for food products and non-food items?	YES	NO	N/A
Are products kept cool during transit?	YES	NO	N/A

FACILITIES

Is potable water/well tested at least once per year and results kept on file?	YES	NO	N/A
Is product protected as it travels from field to packing facility?	YES	NO	N/A
Is a product packing area in use with space for culling and storage?	YES	NO	N/A
Are packing areas kept enclosed?	YES	NO	N/A

Is your kitchen or processing facility inspected by the state in which it resides?	YES	NO	N/A
If so, we would like to request a copy of your certificate of completed inspection.			
If not, do you have plans for inspection and certification in the future?	YES	NO	N/A
If so, please indicate when you will be seeking certification_____			
Are food contact surfaces regularly washed and rinsed with potable water and then sanitized?	YES	NO	N/A
Are food grade packaging materials used?	YES	NO	N/A
Do workers have access to toilets and hand washing stations with proper supplies?	YES	NO	N/A
Are toilets and hand washing stations clean and regularly serviced?	YES	NO	N/A
Is a pest control program in place?	YES	NO	N/A

WORKER HEALTH AND HYGIENE

Is there an effective and ongoing worker food safety training program in place?	YES	NO	N/A
Are workers trained about hygiene practices and sanitation with signs posted to reinforce messages?	YES	NO	N/A
Are workers and visitors following good hygiene and sanitation practices?	YES	NO	N/A
Are smoking and eating confined to designated areas separate from product handling?	YES	NO	N/A
Are workers instructed not to work if they exhibit signs of infection - including fever, diarrhea, etc?	YES	NO	N/A
Do workers practice good hygiene by:			
- Wearing clean clothing and shoes?	YES	NO	N/A
- Changing soiled or contaminated aprons and gloves as needed?	YES	NO	N/A
- Keeping hair covered and restrained?	YES	NO	N/A
- Washing hands as required?	YES	NO	N/A
- Limiting bare hand contact with fresh products?	YES	NO	N/A
- Covering open wounds with clean bandages and effective barriers (such as finger cots)?	YES	NO	N/A

I confirm that the information provided above is accurate to the best of my knowledge.

Signature of Seller: _____ Date: _____

NOTE: If you have additional information you would like to provide, please use another sheet of paper.