

## 9. Animals in the field.

### 9.1 Work animals

- Verify with the technician that the animals for work are healthy

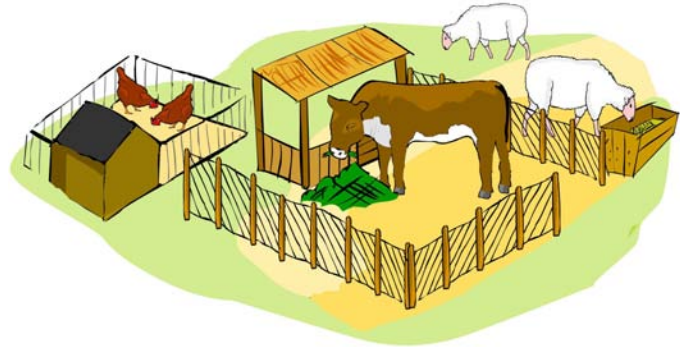


- When they are not working, animals should be out of the crop area



## 9.2 Production animals

- Promote animal welfare: adequate space, healthy animals, adequate feeding, fresh water



## 9.3 Domestic animals (dogs, cats, others)

- Domestic animals (dogs, cats) must be far away from the crop area and from the places where agro-chemicals and fertilizers are stored
- All workers should be informed that they are not allowed to enter animals into the crop area. The field must signposted.



## 10. Which is the best way of harvesting?

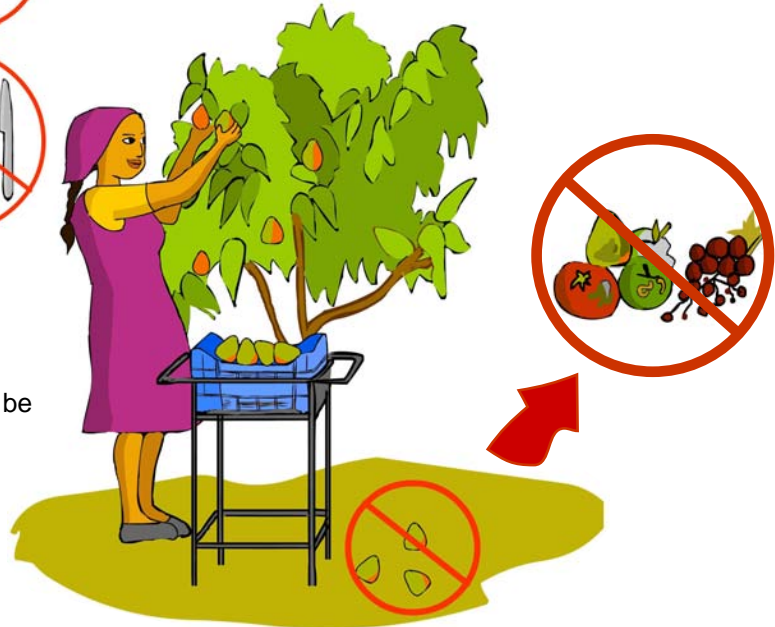
- This stage is very important because food stuff may be contaminated!!

### 10.1 In what conditions should the workers doing the harvesting be?



- The harvesting staff must have clean hands, short nails, tied hair and no smoking nor drinking during the harvest

- At the fruit trees no fruits should be collected from the ground



- Carefully collect the products avoiding knocks
- The fruits and vegetables harvested should be placed in clean containers (washed and new) without touching the ground
- Do not use chemical and fertilizer containers to collect the harvest



- The fruits and vegetables harvested must be placed under shadow and away from animals and the storage of chemicals and fertilizers

## 11. How must the transport of food be done?

- Transport food stuff in a clean transport vehicle, in good conditions and in compliance with transit regulations
- Take care while loading food stuff
- In case of using an open transport medium, the load must be covered to avoid the sun, dust and rain



- Do not transport together with animals, fertilizers, or agro-chemicals



- The staff participating in loading and unloading must keep hygiene and cleanness the same as the rest of the workers



- Register the type and amount of product loaded, the date, name of the worker or family member that made it and the name of the person driving the transport

Date:.....

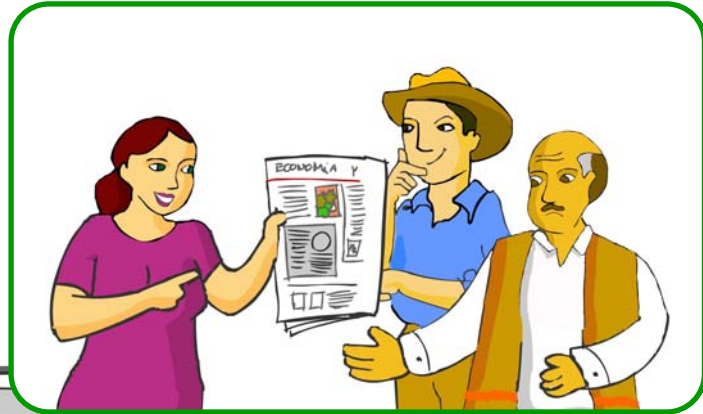
Name of worker:.....

Driver:.....

Origin:.....

## 12. What must be taken into account at the moment of selling the product?

- Study the market and seek information about prices



- Have a meeting with the neighbors to know about prices and to whom they sell
- Associate with the rest of the producers to obtain a better price

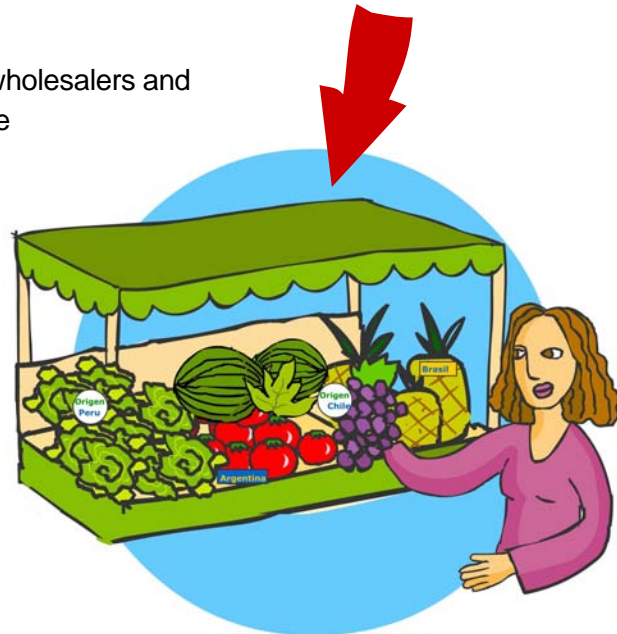


- Sell to someone you trust



- Make contracts with cooperatives, wholesalers and supermarkets to safeguard the sale

- Point out the better quality of the product





# 13. What information must I register to have a better control of production?

## Advantages of the registry

- Get a better knowledge of your field and crop
  - Save money in production
  - Identify where the problems, pests and diseases are located
  - Improve the quality of the product
- Registry must be done every day once the work is over (date of sowing, harvest, application of agro-chemicals, etc.)
  - Registries serve to keep track of the history of the product; hence they must be filed for at least three years.





## - Registry of Income and Expenses:

- Price and expenses in the purchase of the seed
- Prices and expenses in the purchase of agro-chemicals and fertilizers
- Expenses in equipment
- Expenses in salaries for workers
- Total expenses in planting
- Total expenses in harvesting
- Expenses in health for the family and workers
- Other expenses (food, dressing, transport, etc.)
- Income by the sale of the product
- Income for work done outside the plot
- Other income
- Selling price of the product

## - Registry of the field

- Name of the plot
- Location
- Owner of the plot
- Name of the technician or administrator
- Planted area
- Type
- Variety used
- Year of application



## - Registry for keeping track or traceability:

### Sowing and pre-harvesting

Amount of seed sown

Amount of dose of agro-chemicals, fertilizers and/or manure applied by crop

Date of application of agro-chemicals, fertilizers and/or manure

Name of the agro-chemical/fertilizer and of who applied it

Origin of the manure

Name of the workers of the field

Pest and disease being combated

### Harvest

Date of the harvest

Amount of product harvested

Total amount of applications (agro-chemicals, fertilizers) up to the harvest

Number of workers involved in the harvest

Delivery

Date of delivery

Amount of product delivered

Name of the plot (origin)

Name of the buyer (destiny)

Number of waybill

Name of the carrier



## 14. How does the buyer know that my product was processed with GAPs?



- The product will count with recognition at packing that will differentiate it

- You can also sell in other markets obtaining better selling conditions



- The consumer may recognize your product at the store or supermarket and by means of a label may be informed how it was produced

**“GOOD AGRICULTURAL PRACTICES ARE THE RESPONSIBILITY OF EVERYBODY”**



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