LIST OF ELIGIBLE ACTIVITIES

The following activities are eligible for Post- Farm program funding under each of the respective categories:

CATEGORY #1: Assessments	75% Coverage	Max $2,000

1. Assessments

- Costs for a first-time assessment or gap analysis by a third party (e.g. consultant, auditor or industry expert) to identify opportunities for food safety and traceability improvements, including a mock recall.
- Development of the Food Safety and Traceability work plan outlining the actions needed to implement a HACCP based food safety program, including traceability elements.

CATEGORY #2: Training or Skills Development	50% Coverage	Max $2,000

2. Food Safety and Traceability Training or Skills Development

- Courses, training and materials from a third party organization or consultant related to food safety or traceability

CATEGORY #3: Traceability Implementation Projects	50% Coverage	Max $15,000

3. Traceability Implementation Projects

- Advisory services:
  - Business readiness assessment or market assessment to identify market-driven traceability needs or opportunities;
  - Advisory costs related to developing a detailed action plan for implementation of a traceability system, including prioritization of opportunities and activities to guide later planning or implementation activities; and
  - Performing a detailed analysis of existing system(s) and information to establish traceability system requirements:
    - Develop specifications for the functional requirements that will define any necessary customization for new systems and software.
    - Process-flow plan/assessment for movement tracking.
    - Assessment of required information for effective traceability.
    - Assessment of existing traceability system to plan for the development and implementation of system upgrades.

- Validation:
  - Testing and evaluation of a traceability systems to enable integration of multiple business processes (e.g. receiving/shipping, production and inventory, sales/marketing, procurement, food safety records, resource management); and
  - Recall plan development and costs associated with conducting a first time mock recall:
    - Contacting authorities and customers.
    - Conducting a mock recall and ensuring its effectiveness.
    - Record-keeping of all actions taken during the course of a recall or mock recall.

- Equipment and training to support the implementation of traceability:
  - Purchase and installation of hardware, equipment, modifications, and one time set-up costs directly linked to the implementation of traceability systems (e.g. data collection equipment, readers, packaging and labelling equipment);
  - Purchase of mobile devices that are a required part of a traceability system;
  - Purchase and installation of traceability software to gather, store, process, report, and track product information; and
  - Short term training/technical support of staff on newly developed or updated procedures, policies or practices related to traceability - limited to the duration of the project.

CATEGORY #4: Food Safety Implementation Projects	50% Coverage	Max $14,000

4. Food Safety Implementation Projects

- Third party costs to develop written food safety documentation (i.e. food safety policies, procedures, schedules, and records), including:
  - MSS (Master Sanitation Schedule) covering the plant as well as equipment;
  - Records of cleaning and environment sampling to demonstrate that the MSS is implemented effectively;
  - GFH (General Food Hygiene) training program;
  - Food safety compliant premises (includes access to potable water, steam, and ice, as applicable);
  - Approval procedure for new suppliers, ingredients, packaging material, and nonfood chemicals;
  - Procedures for carrier inspections, receiving, storage, and shipping;
  - Preventive maintenance and calibration schedules;
  - Procedure for imparting technical training;
  - Pest control program;
  - Allergen control procedures;
  - Procedure to control the food additives, nutrients, and processing aids;
  - Foreign material control procedures;

- o Visitor and Food Defence Program;
- o HACCP plan for 1 or more product lines; and
- o Internal audit program.

- Validation studies
  - o Time or fees for contracted experts to develop validation studies;
  - o Validation of control measures outlined in HACCP plans/CCPs;
  - o Validation of cleaning and sanitizing, water treatment, and allergen programs;
  - o Validation of food safety process control measures (e.g. fermented sausage);
  - o Shelf life studies;
  - o Cost of acquiring scientific and technical documentation to demonstrate that the control measures can control the identified hazard to a specified outcome, including:
    - Scientific journal articles or other published scientific literature, Health Canada guidelines, processing authority documents, instructions or research, written information from industry experts or consultants, university extension publications;
  - o In-plant studies, research, or historical data;
  - o Reference to legally defined critical control points (e.g. thermal processing for the pasteurization of milk); and
  - o Testing performed by an accredited laboratory to obtain validation results.

- One-time training of staff on newly developed or updated procedures, policies or practices related to food safety.

- Equipment needed for Critical Control Points (e.g. metal detector, magnets, chlorinator, physical water treatment methods UV, ozonation, filtering systems, thermometers, or monitoring devices required by HACCP Plans/CCPs [e.g. temperature probes, pH meters]).

- Equipment to support the implementation of written food safety programs:
  - o Re-useable protective clothing (apron, boots, etc.);
  - o Hand washing sinks, soap and paper towel dispensers, hand sanitizing stations, footbath/door foamers, sanitizing stations;
  - o Storage facilities for work clothing (hooks, lockers, cupboards) and street clothing (lockers, cupboards);
  - o Designated utensils (scoops, pails, containers, brushes, brooms, shovels, bins, totes);
  - o Cleaning equipment (hoses, nozzles, bin washers);
  - o Cleaning utensils to support the development of a utensil control system (colour-coded brushes, squeegees);
  - o Cleaning and sanitizing verification (ATP luminometer, microbial rapid detection kits);
  - o Containers suitable for chemical application/use, pre-mixing unit/automated chemical dispenser, foam systems;

- o Equipment/tools for testing chemical levels in water (e.g. ORP meter/automated system);
- o Upgrading to food safety materials (non-toxic, smooth and non-absorbent);
- o Equipment designed for effective cleaning and sanitizing;
- o Pest control devices;
- o Reference thermometer;
- o Back flow preventers;
- o Lighting to meet operational requirements;
- o Monitoring devices for environmental control;
- o Ventilation to maintain positive air pressure where required; and
- o Initial set up and calibration of new equipment with direct impact on food safety.

- Posters or signage depicting/explaining HACCP procedures.

- Capital Costs (including building upgrades) to meet requirements of written programs:
  - o Shatterproof lighting;
  - o Replacement of glass windows in food handling areas to shatterproof material;
  - o Gravel perimeter around buildings where food is handled and stored;
  - o Drainage to prevent pooling water around the facility;
  - o Facility modifications so food handling areas do not open directly outside;
  - o Installing self-closing doors;
  - o Sloping floors, adding coving;
  - o Dedicated lunch room; and
  - o Dedicated personal storage facilities.

CATEGORY #5: First Time 3rd Party HACCP Based Audit	90% Coverage	Max $2,000

5. First Time HACCP Based Audit

- First-time audit and pre-audit by a third party to the following food safety programs:
  - o GMP and HACCP.
  - o Global Food Safety Initiative (GFSI) Schemes (e.g. SQF, BRC, FSSC 22000).