



County of Riverside  
**DEPARTMENT OF ENVIRONMENTAL HEALTH**

www.rivcoeh.org

**Registration Application for Community Food Producer or Gleaner**

**Operation Type:**       Community Food Producer       Gleaner

**Operator Identification:** Name of Operator: \_\_\_\_\_ Gleaner: \_\_\_\_\_

Name of Facility: \_\_\_\_\_ DL/ID #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Product Information:**       Produce       Eggs       Both Produce and Eggs

**Garden/Farm/Egg Production Location:**

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Attach additional pages for other locations

**Community Food Producer:** A producer of agricultural products on land that is not zoned for agricultural use but is otherwise in compliance with applicable local land use and zoning restrictions, including, but not limited to, restrictions governing personal gardens, community gardens, school gardens, and culinary gardens.

**Gleaner:** A person who legally gathers remnants of an agricultural crop or harvests part of, or all of, an agricultural crop made available by the owner of the agricultural crop.

**Introduction and Purpose:** Ensuring the safety of the food supply is critical to a healthy community. Food facilities regulated under the California Retail Food Code are required to obtain their food from an “approved source” as defined in sections 113735 and 114021 of the California Health and Safety Code. The regulation of food sources helps to ensure a safe food supply.

A community food producer or a gleaner may provide whole uncut fruits or vegetables, or unrefrigerated shell eggs, directly to the public or to a permitted restaurant if the provider meets specified requirements. Adherence to necessary requirements will help ensure safe practices and will protect the public from food borne illnesses.

This registration/conditional approval is intended to ensure that the community food producer/gleaner provides a safe source of food. The practices and standards required under this agreement are consistent with applicable standards for approved food sources, and are in conformity with current public health principles and practices, and generally recognized industry standards that protect public health.

The certifications within this agreement document the operator’s understanding of critical factors that play a role in preventing the biological, physical and chemical contamination of produce, and document the operator’s agreement to adhere to these minimum requirements.

Check with local city/county agencies for any land use, zoning, and sales permits that may be required.

## Food Safety for Gardens and Egg Production Facilities

### Labeling:

1. All produce shall be labeled with the name and address of the Community Food Producer/Gleaner.

### Egg Production:

2. Egg production is limited to 15 dozen eggs per month.
3. Any manure must be properly managed to ensure no fly breeding and no rodent attraction.
4. CDFA registration is required. Information and details can be found at <http://www.cdfa.ca.gov/ahfss/mpes/esqm.html>

### Water Quality:

5. Water used for irrigation must be obtained from a public water system. Private wells must be tested and shown to be free from pathogens.
6. Greywater or recycled water is not a safe water source for gardens.
7. The garden should be located in an area with the least potential for coming into contact with water from contaminated runoff.

### Septic Systems:

8. Gardens shall not be planted over septic systems or leach fields.

### Presence of Animals:

9. Efforts shall be maintained to exclude animals, including domestic animals, from the garden area. Constructing a fence around the garden may help exclude animals from the growing area.

### Pesticides:

10. Pesticides should not be applied on or around gardens without first contacting the County Agricultural Commissioner (CAC). Gardens claiming to be organic must register with the CAC prior to beginning operations. The CAC can be reached by calling 951-955-3000 or e-mail: [agdept@co.riverside.ca.us](mailto:agdept@co.riverside.ca.us)

### Compost:

11. Compost applied to gardens may not contain animal fecal materials. Manure to be used on a garden must be commercially processed/fully cured.

### Sanitary Practices:

12. Gardening and harvest equipment must be maintained in a clean condition and stored in a sanitary location. Dedicated equipment shall be solely used in the garden and not used for other purposes on the property.
13. Vegetation at the edges of garden(s) should be minimized to prevent harborage places for rodents and insects.
14. The grounds surrounding the garden(s) should be maintained in a manner such that pests are not attracted to the area.

### Worker Sanitation:

15. Workers harvesting produce must properly wash their hands and arms before handling produce and be free of open cuts or wounds.
16. Restroom facilities with warm water and soap must be readily accessible to anyone working with produce or eggs.
17. Workers should protect produce from cross-contamination by ensuring contaminated equipment, gloves or other articles do not come into contact with the produce.
18. Workers should not work with produce or eggs if they are unable to control discharge of fluids from nose, mouth, or eyes; they should also abstain from working in the facility if they have diarrhea or other signs of gastrointestinal illness.

## Community Food Producer/Gleaner Agreement

### Community Food Producer Certification

I certify that the information in the attached Community Garden/Gleaner Questionnaire is true and correct. I agree to adhere to the requirements listed above and agree to implement best agricultural practices in this garden and/or egg production facility. In the event of a food safety recall or a food safety complaint an enforcement officer has the authorization to enter into, inspect the operations of a community food producer or gleaner, and recover costs incurred by the Department. An enforcement officer may also issue a cease and desist order for violations, which would prohibit me from further sales until the operation is reinspected and cleared by the Riverside County Department of Environmental Health.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Gleaner Contract Certification

I certify that I am authorized to enter into this agreement on behalf of \_\_\_\_\_, the operator of this garden/agricultural crop. This operator agrees to adhere to the requirements listed above and agrees to implement best agricultural practices in this garden and/or egg production facility. I certify that the information in the attached Community Garden/Gleaner Questionnaire is true and correct. I agree to adhere to the requirements listed above and agree to implement best agricultural practices. In the event of a food safety recall or a food safety complaint an enforcement officer has the authorization to enter into, inspect the operations of a community food producer or gleaner, and recover costs incurred by the Department. An enforcement officer may also issue a cease and desist order for violations, which would prohibit me from further sales until the operation is reinspected and cleared by the Riverside County Department of Environmental Health.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### DEH Conditional Approval of Food Source

The Riverside County Department of Environmental Health approves the operation identified above as a food source. The approval is conditional upon the operator's adherence to the requirements and best agricultural practices described above, and shall be void if those practices are not followed.

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Community Food Producer/Gleaner Questionnaire

Name of Operator: \_\_\_\_\_ Gleaner: \_\_\_\_\_

Name of Facility: \_\_\_\_\_

PLOT PLAN: Attach a plot plan showing the garden/egg production area as well as major structures, chemical and equipment storage sheds, and septic systems within 100 feet.

PLANT/TREE INFORMATION: Include the type and number of plants and/or trees. Use additional sheet(s) if more space is needed.

| Produce type   | #     | Produce Type   | #     |
|--|-------|--|-------|
| _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ | _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ |
| _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ | _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ |
| _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ | _____ <input type="checkbox"/> Plant <input type="checkbox"/> Tree | _____ |

Water Source: \_\_\_\_\_ Fertilizer Used: \_\_\_\_\_

Compost Used: \_\_\_\_\_ (include source) \_\_\_\_\_

| Pesticides Used: | Quantity (in lbs.) | Application frequency |
|------------------|--------------------|-----------------------|
| _____            | _____              | _____                 |
| _____            | _____              | _____                 |
| _____            | _____              | _____                 |

**EGG PRODUCTION INFORMATION:**

Number of Poultry: \_\_\_\_\_ Maximum Time Eggs Are Stored: \_\_\_\_\_

NOTE: It is suggested you check with Code Enforcement for any limits on number of poultry allowed on your property as this varies by city and county.

Are handwashing and restroom facilities available onsite?  YES  NO Distance from garden/chickens: \_\_\_\_\_

- ANIMALS:
- 1) Are animals excluded from the growing area?  YES  NO
  - 2) Are any animals raised at this location?  YES  NO If YES:
    - a) Are animals separated from growing area?  YES  NO
    - b) Identify animal type(s): \_\_\_\_\_
    - c) Do the same workers take care of animals and produce growing areas?  YES  NO

- PRODUCE:
- 1) Where are produce/eggs sold or used? \_\_\_\_\_
  - 2) Is produce washed prior to sale or use?  YES  NO
  - 3) Is produce processed at this location?  YES  NO

| OFFICE USE ONLY             |   |
|-----------------------------|---|
| Amount Received: _____      | <input type="checkbox"/> Cash <input type="checkbox"/> Credit <input type="checkbox"/> Check #: _____ <input type="checkbox"/> Fee Waived |
| Date of Registration: _____ |   |
| Comment(s): _____           |   |

**For Our Office Locations Call Us at (888)722-4234 or Visit Our Website at [www.rivcoeh.org](http://www.rivcoeh.org)**