

FARMER COVER LETTER

Date

Lindsey Morgan, RD
Food Service Supervisor/Registered Dietitian
USD 497, Lawrence Public Schools
110 McDonald Dr.
Lawrence, KS 66044

Food Service Department,

I, (Name) owner of (Name of farm) understand that Schools participating in the USDA National School Lunch and School Breakfast Programs must implement Hazard Analysis and Critical Control Point (HACCP) procedures.

This letter ensures that our farm has identified potential points of biological contamination and has SOPs (standard operating procedures) or GAPs (Good Agricultural Procedures) in place to reduce the risk of biological contamination or amplification of human pathogens in the soil. I have included a written statement that all herbicides and pesticides have been used according to label directions and that the produce has met the pre-harvest interval between the last application of pesticide and the date of the harvest. Our farm is able to supply traceability logs on all crops that include the following information: name of farm, farm address, and name of farmer/person responsible for harvest, field/location harvested from, date harvested and date packed.

If you have questions, please contact me at *(provide contact information)*.

Sincerely,