

# Twin Town Market | Vendor Guide

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NDSU

EXTENSION SERVICE  
RICHLAND COUNTY

Are you ready to bring your products to the market? Good agricultural practices (**GAPs**) and good handling practices (**GHPs**) include the procedures that growers of fresh fruits and vegetables should follow to guarantee the safety of their product. Go to [www.extension.iastate.edu/publications/pm1974a.pdf](http://www.extension.iastate.edu/publications/pm1974a.pdf) for more information. Use this checklist as a guide to make sure you are using safe procedures.

## Planting & Harvesting

- Locate the garden in an area with the least potential for contamination. Keep gardens away from livestock, pets, septic systems, and places where water run-off may be contaminated.
- Prevent contamination by spreading/mixing *composted* manure after harvest.
- Buy seed from reputable sources and suppliers.
- Avoid using potentially contaminated water within 30 days of harvest.
- Select weed, disease, and insect control that is the least toxic to humans.
- Keep pets and pests away from garden by putting up fencing and/or netting.
- Do not harvest produce that has been contaminated with fecal matter.
- Wash hands before harvesting fruits and vegetables.

## Produce Preparation

- Sanitize your kitchen surfaces **before and after** product is handled.
- Throw away any bruised or damaged portions of produce.
- Check for biological, chemical, or physical contamination.
  - Biological – living organisms like mold, fungi, or other microorganisms
  - Chemical – substances like pesticides or fertilizers
  - Physical – harmful objects like glass or metal
- Rinse produce with running water. Rub or scrub firm-skin produce to remove dirt.
- Label, date, and quickly cool produce until ready to transport.
- Pack produce carefully to prevent physical damage like bruises or cuts.
- Keep fresh fruits and vegetables separate from raw meat, poultry or seafood.

## Baking Preparation

- Wash kitchen dishcloths, potholders, aprons, and sponges after every use.
- Wear hair restraints, clean aprons and wash hands properly.
- Keep children and pets away from food preparation.
- Wash, rinse and sanitize surfaces and utensils before and after using them.
- Use fresh ingredients. Check expiration dates and use by dates.
- Use USDA recommendations when baking, canning, or cooking. Go to the National Center for Home Food Preservation website at [www.http://nchfp.uga.edu](http://www.http://nchfp.uga.edu)
- Do not taste test any batter that contains raw eggs.
- Use a separate spoon for taste testing and do not double dip.

## Transporting Produce

- Inspect vehicle for dirt, pet hair, pest infestation, physical condition, and debris.
- Keep products covered and well-insulated during transportation. Product temperatures must be monitored and kept in an air-conditioned vehicle.
- Keep water and ice clean and sanitary.
- Clean and sanitize containers used to transport produce to market. Food grade plastic containers are ideal. If using cardboard boxes, use clean ones and use them only once. If using wooden bins or baskets, line them with a material like foil or paper towels that can be discarded and recycled after each use or with clean dishtowels or fabric that can be laundered between uses.

### Hand Washing Guidelines

1. Use water as hot as can be comfortably tolerated.
2. Moisten hands and add soap. Lather to the elbow if possible.
3. Scrub thoroughly.
4. Wash all surfaces, including backs of hands, wrists, between fingers and under fingernails.
5. Rub hands together for **at least 20 seconds**.
6. Rinse thoroughly under running water.
7. Dry hands thoroughly with a paper towel or hot air dryer.
8. Use a paper towel to turn off the water faucet.



### How to Sanitize:

1. Mix  $\frac{3}{4}$  teaspoon bleach with 1 quart water.
2. Spray surface with bleach sanitizer solution after cleaning.
3. Leave sanitizer on the surface for one minute.
4. Allow to air dry OR dry with a clean paper towel. *Towels or rags may contain bacteria.*

For more information on this and other topics see: [www.ag.ndsu.edu/richlandcountyextension](http://www.ag.ndsu.edu/richlandcountyextension)

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## Twin Town Market | Vendor Guide Continued

### Storing Produce

- Keep perishable products at a temperature of 41°F or lower. Use accurate thermometers to record.
- Maintain a range of 50-70° F for dry storage areas and do not store products directly on hot asphalt. Use shade to keep products cool in hot weather.
- Allow space between frozen packages so cold air can circulate and keep the entire product chilled.
- Store similar products together to avoid cross contamination.

### Hygiene Standards at the Market

- Clean and sanitize all food contact surfaces and counters.
- Use hand washing stations that have liquid soap and paper towels or provide hand sanitizer.
- Provide a wastebasket on premises. Locate it far from food and storage areas.
- Pick up any produce that has fallen on the ground to reduce pest infestation.
- Exclude sick people from handling food products, goods, utensils, or linens.

### Tips for Selling Produce

- Label all items legibly, by name, with ingredients, and a price tag. Make prices bold and easy to find.
- Give your display the illusion of abundance. Switch to smaller containers as your stock decreases.
- Prop boxes or baskets at a slant toward the customer.
- Rotate produce and sell older produce first.
- Try not to haggle prices with customers, but offer discounts on volume instead. Make it fair for all customers.
- Hand out recipes when selling so customers can learn how to cook using the product you are selling.
- Create an online presence to market your produce. Customers are interested.

### Can you answer YES to these questions?

Have I used Good Agricultural Practices (GAPs) to minimize and prevent contamination of fresh produce on the farm?

Have I used Good Handling Practices (GHPs), the best practice for cleaning, sanitizing, packing, storing, and transporting?

- Colorado State University Extension Service

### Want to know more?

Check out these additional resources:

Iowa State University Extension |  
[www.extension.iastate.edu/publications/pm1974a.pdf](http://www.extension.iastate.edu/publications/pm1974a.pdf)

Michigan Food and Farming Systems |  
[www.miffs.org/tools/GAPGHP.pdf](http://www.miffs.org/tools/GAPGHP.pdf)

Colorado State University Extension Service |  
[www.farmtotable.colostate.edu](http://www.farmtotable.colostate.edu)

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