



GAPC Certification Tips

Our weekly email containing tips, advice and reminders that will help you achieve GAPC Certification in 2019.

This week: Greenhouse, Transplanting and Topping Records



Do you purchase or produce your tobacco plants? Whether you produce 100% of your tobacco plants or purchase plants from another grower, there are greenhouse records that need to be maintained for GAP Certification.

During the farm audit and site visit growers will be asked questions related to the nutrient management, integrated pest management (IPM), crop protectant application (CPA), and crop and operation management related to greenhouse production. The auditor will also review records related to transplanting and topping.

The next four segments provide more details and what specifically needs to be recorded in your GAP records related to greenhouse production, transplanting and topping.

1. Seed Selection Records

The following documentation should be maintained for seed selection: (a) variety selection, (b) greenhouse ID number, (c) transplant batch number, (d) seeding source, (e) variety name, (f) seed lot number, (g) LC variety (burley & dark only) and seeding date.

The Transplant Batch Number is created by the grower and is used to identify each separate batch of transplants used in the operation.

The Seed Selection Records can be found on page 1 of Tab 3 – Crop and Operations in your 2019 GAP Records.

2. Greenhouse Fertilization Records

The following documentation should be maintained for greenhouse fertilization: (a) greenhouse ID number, (b) transplant batch number, (c) date, (d) type of fertilizer, and (e) rate per 1,000 gallons of water.

The Greenhouse Fertilization Records can be found on page 2 of Tab 1 – Nutrient Management in your 2019 GAP Records.

3. Integrated Pest Management Records

The following documentation should be maintained for crop protectant applications in greenhouse: (a) greenhouse ID number, (b) transplant batch number, (c) date, (d) applicator, (e) brand or product name, (f) reason for application, (g) rate per 1,000 square foot, (h) total application, and (i) start/finish time.

The Greenhouse CPA Records can be found on page 4 of Tab 2 – IPM and CPA.

Didn't grow any plants or growing for others?

If you purchase your plants, the grower of the plants should provide you with a Transplant Purchase Record that covers the numbered items above (1-3). That record should contain: (a) farm name (seller) and address, (b) greenhouse ID number, (c) variety name, (d) LC variety, (e) lot number, (f) seedling source, (g) date of seeding, and (h) date the plants were received/picked up along with the following related to greenhouse fertilization and IPM records: (a) date of application, (b) applicator, (c) brand or product name, (e) reason for application, (f) rate per 1,000 square foot, (g) total application, and (h) start/finish time.

If you raise plants for other growers, here is the link to the Transplant Purchase Record

<https://www.gapconnections.com/uploads/GAPCTransplantRecordv2.pdf>.

4. Transplanting and Topping Records

Growers should be maintaining records by field or tract on plant population, row spacing, and plant spacing in a row.

The following documentation should be maintained for transplanting and topping: (a) field/tract ID, (b) transplanting date, (c) transplant batch number, (d) date of topping, and (e) topping height (approximate number of leaves left).

The Transplanting and Topping Records can be found on page 2 of Tab 3 – Crop and Operations in your 2019 GAP Records.

Accurate data matters! Data is your records. During the farm audit or site visit, you will be asked to produce and show the auditors your records. As a grower, you may use whatever type of recordkeeping system works best for you if all the required records are documented.

GAP Connections provides growers record template packets at the GAP Trainings. Those templates can be found [here](#).

In future emails...

- Wage Statements: What is required?
- Certification Scoring: How do I know if I have achieved Certification?
- Achieving Certification: It is more than just the Audit...
- Updated 2019 578's
- Housing and Transportation

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