



Check your email each week for helpful tips on achieving GAPC Certification.

## THIS WEEK: Scheduling and Post Monitoring Report

Auditors are in the field! What happens after my visit?

### 1. Scheduling

Your assigned auditor will be reaching out 10-14 days prior to schedule a date and time for the monitoring visit. It is important to check your phone, voicemails, emails and texts during this time to make sure the auditor can reach you. All questions about scheduling and invoices should be addressed directly with the [monitoring firm](#).

After the auditor calls to schedule the visit, now is a good time to work on your Self-Assessment. The Self-Assessment is a requirement for all growers in the Certification Program and must be completed before the date of the monitoring visit. [Log in](#) to your Grower Dashboard, find "Self-Assessment", then "Grower Self-Assessment" to complete.

### 2. Post Monitoring Visit Report

After the monitoring visit, the auditor will review the preliminary findings before leaving the farm. The auditor has 72 hours to submit the report to GAP Connections. Upon submission, the grower will receive a copy of the report.

The report includes:

- Scores and results.
- Summary of issues with non-compliance by section, question number, and whether the item is remediable. If remediation is required, a copy of the Remediation Guide will be emailed with the report. Please review the missed questions and the Remediation Guide and contact your monitoring firm to complete remediation.
- Copy of the answers recorded during the monitoring visit with green checkmarks indicating compliance and red "x's" indicating non-compliance.

**It is important to review the answers that were recorded to ensure they are accurate. If you disagree with any of the responses contact GAPC.**

Growers have 30 days from the time the monitoring report is submitted for remediation to be completed. **The clock starts ticking as soon as you receive the monitoring visit report.**

If you achieve Certification you will receive a letter and certificate by mail or email (depending on your preferred method of correspondence).

[GAPC Certification Compliance Guide](#)

***Have questions while preparing for your monitoring visit?  
Call the GAPC Office at 865.622.4606.***

***GAPC Staff are available Monday - Friday 8am to 5pm EST  
Please leave a message if we are not available - only calls with messages will be returned.***

### Farmworker Training

#### On-Farm Worker Training

GAPC offers on-farm training for individual farms and their workforce or for a group of farms and their collective workforce. Training is customized to the operation and is offered in both English and Spanish. Training topics are numerous and varied to offer a full and complete package for operations that may be looking for safety and compliance training to meet different requirements. [Learn More.](#)



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