

GAPC FARMWORKER TRAINING PROGRAM CATALOG



CUSTOMIZED FOR YOUR OPERATION
HEALTH. SAFETY. COMPLIANCE.

YEAR 2024

GAP
CONNECTIONS

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Farmworker Training Program Overview

Agriculture ranks among the most hazardous industries in the U.S. GAP Connections (GAPC) recognizes the need to provide tools and resources to prevent health and safety risks. The GAPC farmworker training program offers a training opportunity that includes a variety of topics, including customized topics to promote safe and best work practices as well as a safety culture in the workplace.

Training includes a pre-consultation (number of workers, type of workers, machinery used, etc.), certificate for grower, individualized training card for each worker listing topics covered and date of training for each worker, and post-evaluation. To learn more about the Farmworker Training program and the GAPC Farmworker Trainer visit the GAPC website, www.gapconnections.com and navigate to Farmworker Training under What We Do ([On-Farm Worker Training - GAP Connections](#)).

If you are interested in scheduling a farmworker training session, please contact Amy Rochkes by email or phone (email: arochkes@gapconnections.com; phone: 865-622-4606 Ext. 107). Training is available to GAPC Grower Members and Non-Members. Multiple sessions can be held but each session is ideally conducted in groups no larger than 50 workers. Growers may combine workforces to be trained at one location.

A registration packet will be provided after you contact GAPC to collect information about the topics you wish to have at your training and who will be participating. A training date and time will be provided after registration and payment have been completed.

After the training session, growers will receive training documents and workers will receive training cards that list the topics they were trained on and the date of the training.

Topics

Safety Training Topics

- Basic CPR
- Emergency Response Procedures¹
- General Farm Safety¹
- Safe Operation of Farm Equipment and Machinery¹
- First Aid¹
- Heat Stress¹
- Pesticide Safety and Personal Protective Equipment (PPE) ¹
- Preventative Steps for Communicable Illnesses
- Worker Protection Standards (WPS)¹
 - Recognition of REI¹
 - Storage, Handling, Application, and Disposal of CPAs¹

For Produce/Food Handling Operations

- Worker Health and Hygiene

For Tobacco Operations

- Barn Safety (Air and Fire-cured Tobacco Operations)
- Carbon Monoxide Poisoning Prevention (Fire-cured Tobacco Operations)¹
- Green Tobacco Sickness – Symptoms & Treatment¹

Labor Training Topics

- Housing Orientation for Employer Provided Housing
- Human Trafficking Awareness & Prevention

- Sexual Harassment
- Illegal Recruitment Fees

For Tobacco or Hemp Operations

- GAPC Worker Rights and Responsibilities and Worker Concern Helpline¹

Crop Training Topics

For Tobacco Operations

- Grade Separation (Air and Fire-cured Tobacco Operations)¹
- Non-Tobacco Related Material (NTRM) ¹
- Proper Baling and Market Separation¹

For Hemp Operations

- Non-Hemp Related Material (NHRM) ¹

Customized Topics (\$75 per topic)

- Specific to a Certification Scheme²
- Specific Safe Operation of Equipment on Your Farm²
- You Choose²

FLC Training Topics

- GAPC Certification Farm Labor Contractor (FLC) Records

Grower Training Topics

- GAPC Certification Labor Records

¹Indicates this topic is required for GAPC Tobacco and/or Hemp Certification.

² Grower will need to provide information to trainer or participate in training and have trainer translate.

Indication of Requirement

Use the logos below to identify when a specific training topic is a requirement of a program, organization, or agency.



Indicates the topic is required by a GAPC Certification Program

OSHA

Indicates that the topic is an OSHA required topic.

EPA

Indicates that the topic is required by the United States Environmental Protection Agency

FSMA

Indicates that the topic is required by the Food Safety Modernization Act

The GAPC Farmworker Training is designed to educate the participants on safe and best work practices and, if applicable, to meet certain training requirements of certain government agencies. However, participation in the Training and/or following the practices described in the Training does not guarantee compliance with all applicable laws, regulations, and requirements. Employers are responsible for ensuring compliance with all applicable laws, regulations, and requirements.

Safety Training Topics

Barn Safety (Air and Fire-Cured Tobacco Operations)

Description: Hanging tobacco in barns or other curing structures can be dangerous if proper precautions are not taken. Prior to harvest all curing structures should be inspected and evaluated for safety and prepared for housing. Workers who are hanging tobacco in the barns should be provided instructions and information on how to do so properly and safely.

Objective: In this session workers will learn about general safety in air and fire-cured tobacco barns. This session will be customized depending on how tobacco is cured. Workers will learn proper attire, how to prevent distractions, and how to report any safety hazards identified.

Basic CPR

OSHA

Description: CPR is a crucial lifesaving tool during times of emergency. CPR is proven to be effective for long-term survival when done properly and in the right window of time after cardiac arrest. The problem is that not enough people know how to perform CPR and those who do may start compressions too late due to personal feelings and doubts.

Objective: In this session workers will learn to recognize and respond appropriately to cardiac, breathing and first aid emergencies to know to give immediate care to a suddenly injured or ill person until more advanced medical personnel arrive and take over.

Carbon Monoxide Poisoning Prevention (Dark-Fired Tobacco Operations)



OSHA

Description: Carbon monoxide is a poisonous gas that has no smell or taste. Breathing it in can make you unwell, and it can kill if exposed to high levels. Smoke inhalation during a fire can cause carbon monoxide poisoning.

Objective: In this session workers will learn what is Carbon Monoxide Poisoning, how to identify symptoms, preventative steps, and emergency response.

Emergency Response Procedures (including Farm Emergency Plans)



Description: Farms, like most workplaces, face unexpected emergencies and disasters. Agricultural emergencies and disasters can be natural or man-made. To help lessen the impact of these events, employers and supervisors should develop and exercise an emergency action plan that prepares workers to react to and handle emergencies and disasters before they occur.

Objective: The workers will learn about different types of natural and man-made emergencies, understand the risks in these emergencies, discuss procedures in place, and a communication plan to report emergencies.

First Aid



OSHA

Description: First aid is the first assistance given to a patient when there is an accident or illness. It comprises of simple techniques carried out before professional help arrives. First aid is valuable because it prevents a situation from getting dire or becoming fatal.

Objective: In this session workers will learn basic steps in providing first aid in the event of an emergency or non-emergency injury or illness. This includes knowing the location of first aid kits, recognizing an emergency, knowing the difference between life threatening and non-life-threatening emergencies and emergency action steps (check, call, care).

General Farm Safety



OSHA

Description: General farm safety is being aware of one's surroundings. Just by cleaning up spills, using the right equipment, wearing proper PPE one can prevent harmful injuries.

Objective: Workers will learn about general farm safety and the importance of being aware and able to identify farm safety risks and plans, resources, or procedures to help mitigate those risks (i.e. PPE, Farm Safety Plans, Emergency Response Plans, Machinery Guides and Safety Training).

General Safe Operation of Farm Equipment & Machinery



OSHA

Description: Each year farm equipment and physical contact with machines and powered equipment account for a significant number of injuries that may also result in the death of a worker. This session includes training tips for safe operation of farm equipment, equipment hazards, OSHA training requirements such as ROPS, and safeguarding for farm field equipment, farmstead equipment, and cotton gins.

Objective: The workers will learn to identify farm equipment and machinery hazards, learn tips to prevent safety risks and hazards. They will also learn about ROPS and machine safeguarding operating instructions.

Green Tobacco Sickness (GTS) (Tobacco Operations)



OSHA

Description: Workers who plant, cultivate and harvest tobacco are at risk of suffering from a form of nicotine poisoning known as "Green Tobacco Sickness"(GTS). This illness causes nausea and vomiting that can lead to hospitalization and lost work time. Tobacco workers suffering from GTS are at greater risk for heat illness.

Objective: In this session workers will learn how to recognize Green Tobacco Sickness, how to prevent GTS, how to administer proper emergency response and other safety tips.

Heat Stress



OSHA

Description: Workers who are exposed to extreme heat or work in hot environments may be at risk of heat stress. Exposure to extreme heat can result in occupational illnesses and injuries. Heat stress can result in heat stroke, heat exhaustion, heat cramps, or heat rashes.

Objective: Workers will learn what heat stress is, how it affects their health and safety, how to protect themselves and how it can be prevented.

Preventative Steps for Communicable Illnesses (COVID, Flu, etc.)

Description: This session will focus on those illnesses that are easily passed between people in proximity such as COVID or the flu. It will cover identifying symptoms, learning how these illnesses are spread, and steps taken to protect yourself and others, especially those with high-risk conditions such as high blood pressure, heart disease, lung disease, diabetes, autoimmune disorders.

Objective: In this session workers will learn about how illnesses spread, symptoms, how to protect yourself and others such as proper handwashing.

Pesticide Safety and Personal Protective Equipment (PPE)



OSHA

Description: Personal protective equipment, commonly referred to as "PPE", is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. These injuries and illnesses may result from contact with chemical, physical, electrical, mechanical, or other workplace hazards. Personal protective equipment may include items such as gloves, safety glasses, shoes, earplugs or muffs, hard hats, respirators, coveralls, vests, and full body suits.

Objective: In this session workers will learn about the requirements of different types of PPE, when PPE is necessary, limitations, proper care, and maintenance.

Worker Health and Hygiene (Produce Operations)

FSMA

Description: Review the responsibilities that harvesters and handlers need to take seriously to prevent human contamination of produce. This will cover the topics of (1) worker cleanliness and health, (2) proper handwashing, (3) preventing accidental contamination.

Objective: Workers will learn about the different sources of contamination and how to prevent those. The workers will also learn proper handwashing techniques.

Worker Protection Standards (WPS)



EPA

Description: The Worker Protection Standard (WPS) is an EPA law designed to protect workers from pesticide poisoning and injury. It aims to reduce pesticide exposures for workers and their families. It applies to farmworkers, and those that work in a forest, nursery, or greenhouses that produce agricultural plants.

Objective: The workers will learn about sources and routes of pesticide exposure, identify the symptoms of pesticide exposure, recognize, and explain the meaning of warning signs in the fields, take appropriate actions to prevent overexposure and apply routine and emergency decontamination procedures. This topic will also include the recognition of Restricted Entry Interval (REI) and the proper procedures of storage, handling, application, and disposal of CPAs.

Labor Training Topics

Housing Orientation for Employer Provided Housing

Description: Farmers and other employers providing housing to migrant seasonal farmworkers may be required to comply with the requirements of State and/or Federal agencies. These agencies are responsible for ensuring regulatory compliance regarding the safety of farmworker housing.

Objective: Workers will learn practices on how to clean and maintain housing sites. They will also learn about housing rules and how to report damage or issues.

Human Trafficking Awareness & Prevention

Description: Human trafficking is a crime that trades in people of all genders, ages and backgrounds and exploits them for profit. Human trafficking awareness helps identify indicators of trafficking activities. The recognition of human trafficking by others can save a victim's life and help the investigation and prosecution of traffickers.

Objective: In this session workers will learn what is human trafficking and different forms of exploitation, who does it affect, where does it happen, signs of human trafficking on victims, and

how to report it.

Illegal Recruitment Fees

Description: Illegal recruitment fees are payment of any kind from any H-2A employee for any activity related to obtaining H-2A labor certification, including payment of the employer's attorney fees, application fees, or recruitment costs. The paying or requesting of these illegal recruitment fees is prohibited by law. This session will inform workers on the laws and expectations surrounding illegal recruitment fees.

Objective: In this session workers will learn what illegal recruitment fees are and are not with common examples and situations. They will learn what to do if they are aware of fees being charged or are asked to pay an illegal recruitment fee.

Sexual Harassment

Description: All employers have a duty of care to protect their workers and can legally be liable for sexual harassment in the workplace if they have not taken reasonable steps to prevent it. Sexual harassment not only impacts the victim, but it also impacts coworkers and employers. The effects of sexual harassment in the workplace also include physical and financial problems.

Objective: In this session workers will learn what is sexual harassment, the types of sexual harassment, who is a harasser and who may be harassed, and how to prevent sexual harassment.

GAPC Worker Rights and Responsibilities and Worker Concern Helpline



Description: The GAPC worker concern helpline (WHC) provides a way for farmworkers on a GAPC Grower Member's farm to ask for information or express concerns. The GAPC WHC hopes to remedy concerns or misunderstandings and improve worker and grower relations.

Objective: This training will explain the purpose and use of the GAPC WCH to workers as well as cover the GAPC Worker Rights and Responsibilities.

Crop Training Topics

Proper Baling and Market Separation (Tobacco Operations)



Description: Training is also important to producing a quality crop and providing the product that buyers request. It is important for workers to understand how and why market preparation of the crop is done to ensure the quality of the crop and that delivery requirements of buyer are met.

Objective: Worker will learn about proper techniques for harvesting, grade separation (air and fire-cured only), proper baling and market preparation.

Non-Hemp Related Material (NHRM) (Hemp Operations)



Description: Non-hemp related material (NHRM) is of critical concern to the hemp industry. Comprehensive approaches to NHRM source elimination and NHRM detection and removal at all levels of the supply chain are necessary to protect hemp integrity.

Objective: In this session workers will learn what is NHRM, the importance of recognizing NHRM, how to prevent it.

Non-Tobacco Related Material (NTRM) (Tobacco Operations)



Description: Non-tobacco related material (NTRM) is of critical concern to the tobacco industry. Comprehensive approaches to NTRM source elimination and NTRM detection and removal at all levels of the supply chain are necessary to protect tobacco integrity.

Objective: In this session workers will learn what is NTRM, the importance of recognizing NTRM, how to prevent it.

Customized Topics

Specific to a Certification Scheme (Produce)

If you have specific training needs on your farm specific to a Certification scheme or program you are participating in or a specific buyer you are selling to, GAPC staff will discuss your needs and design a training to meet them.

Objective: Meet the training needs specific to farm operation.

Time Needed: Will depend on the topic being covered.

Cost: \$75 per topic

Specific Safe Operation of Equipment on Your Farm

If you have specific training needs for workers who will be operating specific machinery or equipment on your farm such as harvesters, balers, forklifts, etc., GAPC staff will discuss your needs and design a training course to meet them.

Objective: Meet the training needs specific to farm operation.

Time Needed: Will depend on the equipment and topics being covered.

Cost: \$75 per topic

You Choose...

If you have specific training needs on your farm that are not covered by the current list, you may request a custom topic. GAPC staff will discuss your needs and design a training program to meet them. These include topics that may be specific to a Certification scheme or program.

Objective: Meet the training needs specific to farm operation.

Time Needed: Will depend on the topic being covered.

Cost: \$75 per topic

FLC Training Topics

GAPC Certification Farm Labor Contractor (FLC) Records

Description: If Farm Labor Contractors (FLCs) are used to obtain labor for an operation it is critical that documentation required by law and the GAPC Certification Programs are maintained.

Objective: In this session, FLCs and those growers who contract with FLCs will understand the record requirements for GAPC Certification and be prepared to provide the required records to a grower who is trying to achieve GAPC Certification.

Time Needed: Approximately 20 minutes.

Cost: \$50 per FLC

Grower Training Topics

GAPC Certification Labor Records

Description: Review the records that should be maintained on the farm for a GAPC Certification Monitoring Visit including templates for various policies and procedures. Some records are required by law such as recordkeeping requirements from the [Fair Labor Standards Act \(FLSA\)](#) or the [Migrant and Seasonal Agricultural Worker Protection Act \(MSPA\)](#). It is important for growers to be aware of those requirements and to be prepared to produce the required records if ever visited by the U.S. Department of Labor. Those required records are requirements in the GAPC Certification Program along with records to provide proof of best practices in labor management.

Objective: This session will help growers understand the record requirements and be prepared to provide required records.

GAPC Certification Program Specific Requirements

This section outlines the training requirements of GAPC Certification Programs. To see a complete list of requirements for Certification please visit www.gapconnections.com.

We encourage growers to explore other topics from our GAPC Farmworker Training Catalog that may not be required by a GAPC Certification Program but are useful to encouraging and creating a safe working environment.

GAPC Tobacco Certification Program

Annual training of workers on these topics is required for GAPC Tobacco Certification.

Safety Training

- Carbon Monoxide Poisoning Prevention (Dark-Fired Only)
- Emergency Response Procedures
- General Farm Safety (includes safe operation of farm equipment and machinery and First Aid)
- Green Tobacco Sickness – Symptoms & Treatment
- Heat Stress – Symptoms & Treatments
- Pesticide Safety and Personal Protective Equipment (PPE)
- Worker Protection Standards [includes the storage, handling, application and disposal of CPAs and Recognition of Restricted Entry Interval (REI)]

Worker Rights & Awareness

- GAPC Worker Rights and Responsibilities
- GAPC Worker Concern Helpline

Crop Training Topics

- Grade Separation (Air and Fire-cured Only)
- Proper Baling and Market Separation
- NTRM Prevention

GAPC Hemp Certification Program

Annual training of workers on these topics is required for GAPC Tobacco Certification.

Safety Training

- Emergency Response Procedures
- General Farm Safety (includes safe operation of farm equipment and machinery and First Aid)
- Heat Stress – Symptoms & Treatments

- Pesticide Safety and Personal Protective Equipment (PPE)
- Worker Protection Standards [includes the storage, handling, application and disposal of CPAs and Recognition of Restricted Entry Interval (REI)]

Worker Rights & Awareness

- GAPC Worker Rights and Responsibilities

Crop Training Topics

- NHRM Prevention