

Toilets and Handwashing Facilities Action Plan

Date: _____ Reviewer: _____ Field or Commodity: _____

Management Area	Best Practice	Minor Adjustment	Concerns Exist	Prioritize Changes Here	Your Plans to Reduce Risks			
					Action for Improvement	Person Responsible	Estimated Cost	Target Date
Clean toilet facilities for farm laborers, visitors, and customers								
Toilets and handwashing facility maintenance and stocking with supplies								
Location of field toilets in relationship to workers								
Location of field toilets in relation to crop								
Collection of grey water from handwashing facilities in the field								

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Emergency containment and treatment plans for portable toilets								
Servicing areas for portable toilets								
Ratio of toilets to workers								
Record keeping of toilet and handwashing facility cleaning and maintenance for farm audit, certification, and traceback								