

Food safety management statement template

Melons



Introduction

What is a food safety management statement (FSMS)?

A FSMS is a concise way of documenting your intended business activities. It should outline how your business intends to operate, including how you will prevent or minimise the food safety risks likely to occur at each step of your process.

This template is designed to help melon growers comply with Standard 4.2.9 of the Australia New Zealand Food Standards Code (the Code) and covers the growing, harvesting and supply of melons.

If you choose to use this template for your FSMS, you must complete all relevant parts.

Note: other formats, such as industry management statement template, food safety program or developing your own management statement are also acceptable ways to demonstrate compliance with Standard 4.2.9 of the Code.

If you operate under a GFSI certified food safety scheme, such as Freshcare, SQF, GLOBAL G.A.P. or BRCGS, do not complete this form.

Please contact food.contact@dpird.nsw.gov.au for advice.

For more information

If you have any questions about completing this template, please contact the Food Authority helpline on 1300 552 406 or email food.contact@dpird.nsw.gov.au.

Food safety management statement: Melons

Section 1: Business details

Name of business:

Trading name (if applicable):

Name of the proprietor or
designated representative:

Address of business/production site:

Business phone:

Email:

Company ACN:

1. What melons do you supply? (Tick all that apply.)

- ☐ Rockmelon ☐ Watermelon ☐ Honeydew melon
- ☐ Piel de Sapo
- ☐ Other
(e.g. yellow melon, mini watermelon)
-

2. How do you supply melons? (Tick all that apply.)

- ☐ Whole ☐ Cut
- ☐ Other
-

3. Who do you sell or supply melons to? (Tick all that apply.)

- ☐ Small retailers
(e.g. corner store) ☐ Large retailers (e.g. Coles,
Woolworths, IGA) ☐ Wholesale markets
(e.g. Sydney markets)
- ☐ Farmer markets ☐ Farm gate to the public ☐ Café/restaurants
- ☐ Providores ☐ Food processing facility
- ☐ Other
-

4. What activities do you do? (Tick all that apply.)

- ☐ Grow and harvest melons
 ☐ Wash and sanitise melons
 ☐ Source and supply other people's melons
- ☐ Process melons

5. What production system do you use? (Tick all that apply.)

- ☐ Soil production in open field
 ☐ Soil production under cover (fully covered)
- ☐ Soil-less production/ hydroponic system under cover (partially covered)
 ☐ Soil-less production/ hydroponic system under cover (fully covered)
- ☐ Other _____

Number of businesses supplied to: _____

Approx. cultivated area of land used for growing product: _____

Approx. harvest per year (kg or tonnes): _____

Section 2: Traceability

1. Can all melons you sell or supply be traced back to your business?

- ☐ Yes
 ☐ Unsure

You MUST be able to trace your melons and keep records of who you sell melons to, and who you receive them from.

2. Do you keep traceability records?

- ☐ Yes - digital
 ☐ Yes – paper based

3. How quickly can you identify a purchaser of your product?

- ☐ Within one hour
 ☐ Within 3 hours
 ☐ Within one day
- ☐ Overnight
 ☐ Within 2-3 business days

4. **How do you ensure all melons sold from your farm can be traced back to where it was grown?**
(Tick all that apply.)

- | | | |
|--|--|--|
| <input type="checkbox"/> Sales receipts | <input type="checkbox"/> Colour coding for harvest day | <input type="checkbox"/> Logbook |
| <input type="checkbox"/> Sales journal/records | <input type="checkbox"/> Farm notebook/harvest journal | <input type="checkbox"/> Purchase receipts |
| <input type="checkbox"/> Produce stickers | <input type="checkbox"/> Barcodes | |

5. **How do you prepare for and manage product recalls and customer complaints about your melons?** (Tick all that apply.)

- | | | |
|--|---|---|
| <input type="checkbox"/> Sales receipts | <input type="checkbox"/> Produce stickers | <input type="checkbox"/> Records of sale |
| <input type="checkbox"/> Logbook | <input type="checkbox"/> Sales journals | <input type="checkbox"/> Barcodes on product that identifies a day of harvest |
| <input type="checkbox"/> Production and dispatch records | | |

Section 3: Management of inputs

Water

1. **How do you irrigate your melon crop?**

- | | |
|--|--|
| <input type="checkbox"/> Surface drip irrigation | <input type="checkbox"/> Sub-surface drip irrigation |
| <input type="checkbox"/> Furrow irrigation | <input type="checkbox"/> Overhead irrigation |

2. **Where does your irrigation water come from?** (Tick all that apply.)

- | | |
|---|--|
| <input type="checkbox"/> Direct from river, creek, stream | <input type="checkbox"/> Underground (bore) water source |
| <input type="checkbox"/> Potable water (such as mains or town water supply) | <input type="checkbox"/> Surface dam on the property |
| <input type="checkbox"/> Other | |

3. **How often do you test your irrigation water?**

- | | |
|--|---|
| <input type="checkbox"/> Annual water test | <input type="checkbox"/> More than once a year water test |
|--|---|

Agriculture chemicals

1. What types of chemicals are used during the growing and harvest period? (Tick all that apply.)

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Nil | <input type="checkbox"/> Insecticides | <input type="checkbox"/> Herbicides |
| <input type="checkbox"/> Foliar nutrients | <input type="checkbox"/> Fungicides | <input type="checkbox"/> Rodenticides |
| <input type="checkbox"/> Soil conditioners | <input type="checkbox"/> Only pesticides from natural sources | |
| <input type="checkbox"/> Other _____ | | |

2. Do you keep a chemical spray application diary of what chemicals have been sprayed, dose, date and time of application?

- ☐ Yes ☐ No

Soil amendments, fertilisers and compost

1. How do you ensure that soil amendments, fertilisers and composts used to help grow your melons are appropriate?

- ☐ I purchase soil amendments, fertilisers and compost from commercial suppliers who can provide certificates of analysis (or evidence of compliance with Australian Standard AS4454:2012)
- ☐ Other _____

Please obtain and keep certificates for review by regulatory authorities if you purchase soil and soil amendments from commercial suppliers.

2. Do you produce your own soil amendments/fertilisers onsite?

- ☐ Yes ☐ No

Untreated or raw animal manures MUST NOT be used as soil amendments in melon growing.

3. **If using your own fertiliser, compost, soil or soil amendments onsite, how do you ensure these are free from contamination/contaminants?**

- ☐ Carbon to nitrogen ratio is maintained at 25:1
- ☐ Temperature of compost is measured as more than 55°C but less than 70°C for 4-5 days
- ☐ The compost pile is frequently turned (aerated)
- ☐ The compost pile is cooled following the 4-5 days pasteurisation cycle and allowed to mature prior to use
- ☐ The compost is tested after maturation to ensure absence of food-borne pathogens
- ☐ The compost is covered prior to use to protect it from contamination

4. **What tests do you do on your processed and matured compost to ensure it is free from foodborne pathogens?** (Tick all that apply.)

- ☐ *Salmonella* ☐ *E.coli*
- ☐ Faecal coliforms ☐ None
- ☐ Other _____

5. **Do you use any other organic fertilisers containing animal byproducts, for example, biofertilisers, composted or non-composted teas, biostimulants?**

- ☐ Yes – pre-planting ☐ Yes – post-planting ☐ No

6. **If yes post-planting, do these applications come into direct contact with melons?**

- ☐ Yes ☐ No

Section 4: Management of growing site

1. How is the growing site used now? (Tick all that apply.)

- ☐ Only melons grown
 ☐ Leafy vegetables grown
 ☐ Berries grown
☐ Other horticulture crops grown
 ☐ Livestock operation
 ☐ Wildlife present
☐ Other _____

If you have multiple growing sites, please print and complete Section 4 for each growing site.

2. How is the land next to your growing site used? (Tick all that apply.)

- ☐ Leafy vegetables grown
 ☐ Melons grown
 ☐ Berries grown
☐ Other horticulture crops grown
 ☐ Livestock operation
 ☐ Wildlife present
☐ Industrial operation
 ☐ Residential
☐ Other _____

3. How do you protect crops from livestock, pest and wildlife contamination? (Tick all that apply.)

- ☐ Fences around my growing site
☐ Buffer zones between livestock operations and my growing site
☐ Crops are planted a suitable distance away from any surface water storage ponds to avoid the risk of pond leakage onto growing sites
☐ Crops are frequently inspected while growing and before harvest to ensure absence of wildlife (e.g. no excrement, foot/hoof prints)
☐ Rodent control measures (such as poison bait)
☐ The immediate boundary of the growing site is kept clean of debris, plant and food scraps that may attract pests and rodents
☐ My growing site is frequently inspected to ensure that standing water sources due to frequent rains are removed
☐ If compost or animal manure piles are stored on-site, a buffer zone exists between growing sites and compost piles

4. **What methods do you use to protect the crop from potential contamination?** (Tick all that apply.)

- ☐ Nil ☐ Ground plastic ☐ Raised mounds
☐ Drainage channels ☐ Windbreak
☐ Other _____

5. **How do you manage extreme weather events, for example, floods, fire, heavy rain, dust storms, that affect the growing site?** (Tick all that apply.)

- ☐ Crops affected by flooding are not harvested for food
☐ Crops are protected from wind and dust storms by a natural barrier (for example, a hedge or windbreak)
☐ Crops are inspected following significant non-flooding rain events with damaged crop assessed for suitability for harvest
☐ Other _____

6. **Do you keep a register to record all extreme weather events during crop production and harvest?**

- ☐ Yes ☐ No

7. **If yes to question 6, what do you record in the register?** (Tick all that apply.)

- ☐ Date of incident ☐ Type of incident (e.g. dust storm, heavy rain) ☐ Crops affected
☐ Remedial action taken ☐ Preventative actions taken

8. **Is your register available for viewing upon request?**

- ☐ Yes ☐ No

9. Does your site have any known natural contaminants (for example, Cadmium) that may concentrate in melons above permitted Maximum Limits (MLs) or any persistent agricultural and veterinary chemicals above maximum 'Maximum Residue Limits' (MRLs) in the Australia New Zealand Food Standards Code?

- Standard 1.4.1 [Chemicals in food | Food Standards Australia New Zealand](http://www.foodstandards.gov.au/consumer/chemicals) (www.foodstandards.gov.au/consumer/chemicals)
- Standard 1.4.2 [Chemicals in food – maximum residue limits | Food Standards Australia New Zealand](http://www.foodstandards.gov.au/consumer/chemicals/maxresidue) (www.foodstandards.gov.au/consumer/chemicals/maxresidue)

☐ Yes

☐ No

Section 5: Premises, equipment and transportation vehicles

Cleaning, sanitising and maintenance of specific equipment and premises

1. How do you keep equipment (for example, harvesting machines, knives, harvest bins/containers), the premises and vehicles used for melons clean and sanitary?

- ☐ Clean to remove visible matter
- ☐ Rinse with water after cleaning
- ☐ Rinse with water, including a detergent
- ☐ Rinse with water, including a detergent, and then sanitise
- ☐ Other _____

2. How often do you clean and sanitise your harvest equipment?

- ☐ Before/after each use ☐ Once a week ☐ Once a month
- ☐ Once a season ☐ Other _____

If processing melons, complete the following questions:

3. Do you have an environmental monitoring plan (EMP) for the packing shed hygiene?

☐ Yes

☐ No

4. How frequently do you swab produce contact surfaces (for example, harvest bins, conveyor belts, packing tables) for the detection of environmental pathogens?
- ☐ Daily ☐ Weekly ☐ Monthly
- ☐ Once a season ☐ Never
5. How frequently do you swab non-contact surfaces (for example, cool room floors, processing area floors) for the detection of environmental pathogens?
- ☐ Daily ☐ Weekly ☐ Monthly
- ☐ Once a season ☐ Never
6. What are the target pathogens or indicator organisms used for your EMP?
- ☐ *Listeria* species ☐ *Listeria monocytogenes* ☐ *Salmonella*
- ☐ N/A
7. How do you keep equipment (for example, knives, harvest bins/containers, produce bins), the premises and vehicles used to process melons clean and sanitary?
- ☐ Clean to remove visible matter
- ☐ Rinse with water after cleaning
- ☐ Rinse with water, including a detergent
- ☐ Rinse with water, including a detergent, and then sanitise
- ☐ Other _____
8. How often do you clean and sanitise your processing equipment?
- ☐ Before/after each use ☐ Once a week ☐ Once a month
- ☐ Once a season ☐ Other _____

Section 6: Temperature of harvested melons

1. How do you pre-cool your melons?

- ☐ Store in cool room <10°C ☐ Forced air cooling
- ☐ Hydro cooling ☐ No pre-cooling

2. How do you store harvested melons before processing? (Tick all that apply.)

- ☐ Melons are harvested and transferred to temperature-controlled storage before processing
- ☐ Melons are harvested and stored in a shed at ambient temperature before processing or transport
- ☐ Melons are processed on the same premises as they are grown

Section 7: Washing and sanitisation

Washing and sanitisation of harvested melons

1. What type of melons do you wash?

- ☐ Watermelon ☐ Rockmelon ☐ Honeydew melon
- ☐ Speciality melons (e.g. yellow melon, mini watermelon) ☐ No washing

2. For watermelon, how do you ensure visible extraneous material on harvested melons is removed? (Tick all that apply.)

- ☐ Watermelons are brushed or wiped at harvest in the field to remove excess dirt
- ☐ Watermelons are washed with water to remove excess dirt

3. If wiping watermelons in the field, how do you ensure the hygiene of the brushing/wiping material? (Describe.)

4. **For rockmelon and all other melons, how do you ensure visible extraneous material on harvested melons is removed?** (Tick all that apply.)

- ☐ Melons are dry dumped when entering the packing line
- ☐ Melons are wet dumped when entering the packing line
- ☐ Melons have a pre-wash rinse with drinking quality water to remove excess dirt
- ☐ Melons are washed with re-circulating wash water, with an appropriate concentration of sanitiser maintained in the tank
- ☐ Melons are washed with a spray bar wash water system, with an appropriate concentration of sanitiser
- ☐ Melons that appear lightly soiled or damaged are separated from un-damaged produce

5. **What sanitiser do you use in your wash water?** (Tick all that apply.)

- ☐ Chlorine (food-grade)
- ☐ Peracetic acid (e.g. Tsumani, Tidal Surge)
- ☐ Chlorine dioxide
- ☐ Other (e.g. bromo-chloro, ozone) _____

6. **What is the contact time (seconds) that melons are exposed to sanitiser?** (Minimum contact time required is 30 seconds.)

7. **If you use a recirculatory wash system, what is the minimum active dose of sanitiser maintained in the wash water?**

8. **If you use a spray bar wash system, what is the minimum active dose of sanitiser maintained in the wash water?**

9. **How do you monitor sanitiser load during washing and sanitisation to ensure the active dose is continuously maintained during processing?** (Tick all that apply.)

- ☐ Continuous automated monitoring with built-in automatic sanitiser top ups as required
- ☐ Manual monitoring of sanitiser load (e.g. pH strips to check that desired pH is maintained)
- ☐ Digital periodic monitoring of sanitiser load
- ☐ No monitoring is undertaken

10. **If you use a recirculatory wash system, what are your objective criteria for wash water quality monitoring?** (For example, water replenishment rate or water replacement frequency, minimum concentration of sanitiser maintained.)

11. **Do you apply a postharvest fungicide after the fruit washing and sanitisation step?**

- ☐ Yes ☐ No

If yes, what is the active ingredient and concentration of fungicide applied, for example, imazalil at 500 ppm?

12. **How do you apply fungicide on the melons?**

- ☐ Drench tank ☐ Spray bar ☐ N/A

13. **If a drench tank is used for fungicide application, what is the cleaning and sanitisation schedule of fungicide tank?**

14. **How do you remove excess moisture from the fruit surface after washing/sanitisation and fungicide application?**

- ☐ Hot air tunnel ☐ Air knives ☐ Let it dry without intervention

15. If your business processes weather affected product, how do you process it? (Tick all that apply.)

- ☐ Product is visually inspected to ensure that only considered acceptable is further processed
- ☐ Weather damaged product is separated from non-damaged product and processed separately
- ☐ Sanitiser concentration is increased to accommodate potentially increased microbial load associated with processing weather damaged product

16. Do you use any other post-harvest treatment on melons, for example, hot water treatment, phytosanitary treatment, fumigation, irradiation?

- ☐ Yes ☐ No

If yes, please describe the other post-harvest treatments used.

Section 8: Skills and knowledge

Worker education and training

1. How do you train food handling staff on your farm and processing site in food safety practices? (Tick all that apply.)

- ☐ I employ an external contractor to develop food safety training for my staff
- ☐ New staff are trained on-site by existing staff (on-the-job training)
- ☐ I require pre-requisite food safety training before we employ new staff
- ☐ I give new staff operating procedures to follow
- ☐ Routine staff meetings (toolbox meetings)
- ☐ I don't employ staff as I do it myself

2. Do you have resources translated into key non-English speaking backgrounds?

- ☐ Yes ☐ No

Section 9: Health and hygiene

Personnel and visitors

1. **How do you minimise the risk of produce contamination by workers and visitors to your farm and processing site?** (Tick all that apply.)
 - ☐ Hand washing facilities available with soap and warm running water (potable water *E.coli* <1cfu/100ml)
 - ☐ People handling produce use personal protective equipment
 - ☐ People who are visibly ill (sick, coughing, sneezing) do not handle produce
 - ☐ No documented procedures but visual aids/posters are used to help staff keep clean (e.g. hand washing poster)
 - ☐ Food handlers receive on the job training for their jobs
 - ☐ Food handlers have dedicated toilets, lunch areas with hand washing facilities and access to potable water
-

Section 10: Sale or supply of unacceptable melons

1. **How do you manage rejected, returned and waste products?** (Tick all that apply.)
 - ☐ Disposed of off-site ☐ Go into processed foods ☐ Composted on-site
 - ☐ Other _____
2. **Do you have a process to manage product recall?**
 - ☐ Yes ☐ No
3. **Do you conduct mock recalls annually to validate your process?**
 - ☐ Yes ☐ No

Section 11: Declaration

I will review my food safety management statement at least once every 12 months to ensure that it continues to accurately reflect what I do.

I will also review and update my food safety management statement if the activities on my farm or processing site change. I will inform the appropriate regulator of any changes.

If I identify a proposed amendment which affects food safety, I will apply to have the amendment reviewed for approval.

I will comply with measures described in this document and retain a completed copy for review by the NSW Food Authority upon request.

I will provide the NSW Food Authority with monitoring results and/or records if requested.

I will inform the NSW Food Authority immediately where there are instances of serious food safety concern; for example, the receipt of unsafe primary produce (for example, flood affected product) or breakdowns that have the potential to impact on food safety and any proposal to withdraw or recall product from the marketplace. I will also inform the NSW Food Authority immediately if my contact details change.

I agree to comply with the requirements outlined in Standard 4.2.9 - Primary Production and Processing Standard for Melons.

I am aware that a compliance assessment may be undertaken during each licensing period (calendar year).

☐ **I declare that the information provided in this document is complete, true and correct in every detail**

Licence holder's name

Licence holder's signature

Date

References

Fresh Produce Safety Centre: Fundamental Guidelines for Fresh Produce Safety, version 5, 2025
fpsc-anz.com/fundamental-guidelines-for-fresh-produce-food-safety

Fresh Produce Safety Centre: Quick Guides for Fresh Produce Food Safety
fpsc-anz.com/quick-guides-for-fresh-produce-food-safety

Food Standards Australia New Zealand: Guidance for the melons standard
www.foodstandards.gov.au/business/food-safety-horticulture/food-safety-requirements-melon-growers-and-primary-processors

FSANZ: Food safety in horticulture
www.foodstandards.gov.au/business/food-safety-horticulture

NSW Food Authority: Melon growers and processors
www.foodauthority.nsw.gov.au/industry/plant-products/berries-leafy-vegetables-and-melons/melon-growers-and-processors

More information

- Visit www.foodauthority.nsw.gov.au
- Contact the Food Authority helpline:
 - Email food.contact@dpird.nsw.gov.au
 - Phone 1300 552 406

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