



Hawaii GroupGAP Program

Year 1 General Certification Timeline

APPLY & PREPARE



1. Submit your Hawaii GroupGAP Program application
2. Receive a GAP Analysis site visit to assess readiness, identify improvements, and answer questions
3. Acceptance into the North Shore EVP Hawaii GroupGAP Program!

LEARN & BEGIN IMPLEMENTATION



1. Attend GroupGAP training classes (via Zoom or recording)
2. Complete homework assignments to build the foundation of your food safety plan
3. Begin food safety recordkeeping using HeavyConnect; templates are customized to your operation with support from North Shore EVP
4. Start implementing food safety practices, water testing (if needed), and drafting written procedures for your plan

SHARPENING YOUR SYSTEMS



1. Complete and document a risk assessment for your operation with guidance from a North Shore EVP Food Safety Specialist
2. Continue to develop a food safety plan with guidance from North Shore EVP Food Safety Specialists.
3. Complete Hawaii GroupGAP Training classes and homework assignments.

INTERNAL AUDIT & CORRECTIVE ACTIONS



1. Operations undergo their first internal audit *reminder: exact timing will vary based on individual operation's readiness, technical assistance needs, and harvest schedules*
2. Work to resolve corrective actions and undergo a follow-up audit to verify corrections and compliance.

BRINGING IT ALL TOGETHER



1. When selected, Operations undergo an external audit conducted by the USDA or its designee. If necessary, work to resolve corrective actions and undergo a follow-up audit to verify corrections and compliance.
2. Certification achieved!

KEY CONSIDERATIONS

- This timeline is general—each operation's pace depends on readiness, communication, and collaboration with North Shore EVP. Timely certification depends on consistent effort and strong communication from both parties.
- Internal and unannounced audits occur annually. Timing will depend on operational readiness, support needs, and harvest schedules.
- The USDA or its designee audits a sample of the Group's member operations each year.
- Certification requires ongoing maintenance: keep records current and update documents as practices change, with support from North Shore EVP