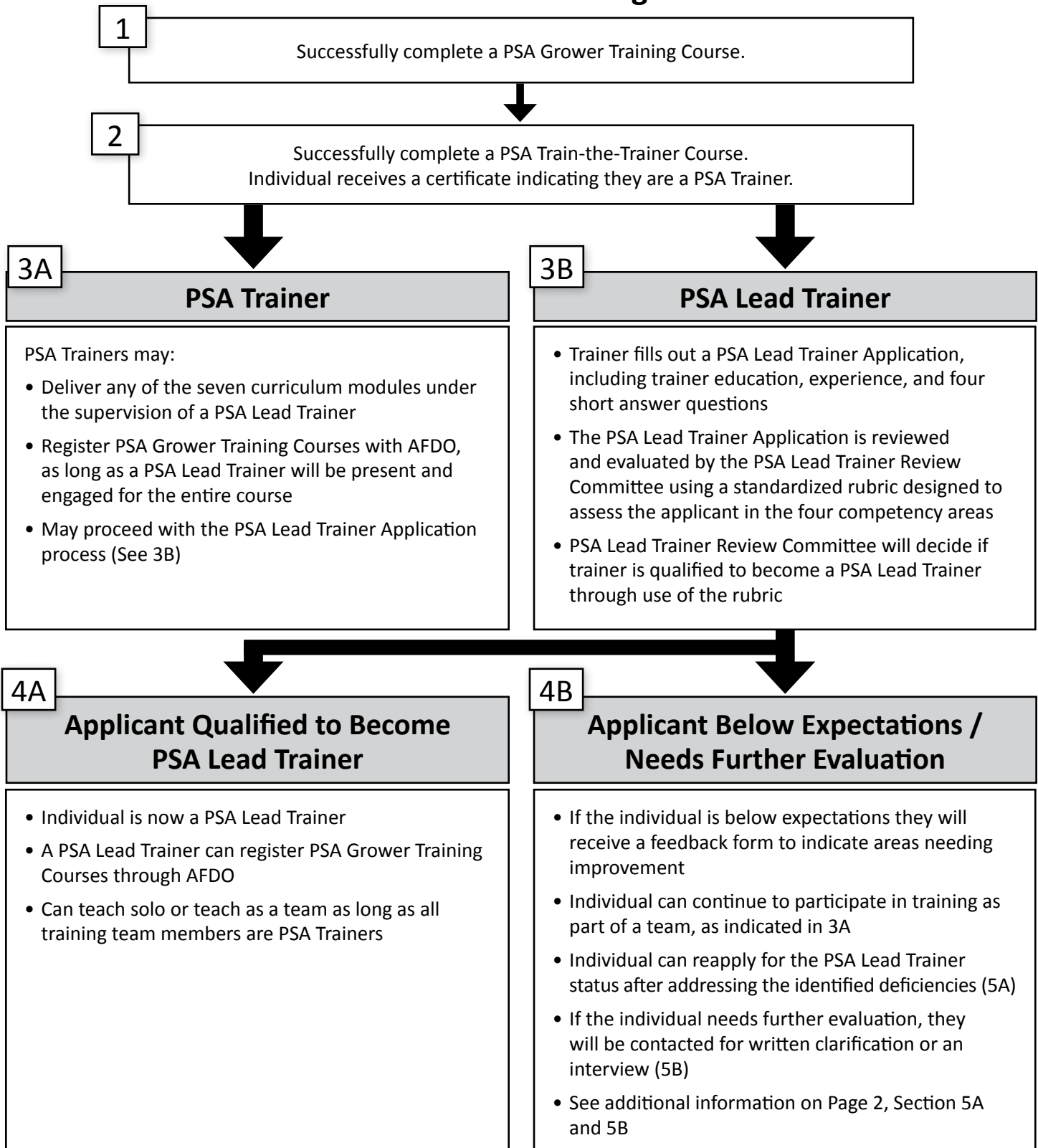


PSA Trainer Flow Diagram



5

Applicant Below Expectation / Needs Further Evaluation

5A

Below Expectations

If applicant is scored “Below Expectations” in any area of the application, they will not achieve PSA Lead Trainer status.

- Individual can reapply for PSA Lead Trainer status after addressing the identified deficiencies
- Actions to address deficiencies could include the following:
 - Re-attend a PSA Train-the-Trainer Course
 - Participate in registered PSA Grower Training Courses under the supervision of a PSA Lead Trainer
 - Take and document other actions to improve knowledge (e.g., enrolling in a microbiology short course)
- All actions taken to improve deficiencies must be communicated in the reapplication. Reapplication can occur no sooner than 6 weeks after the date of the decline letter

5B

Needs Further Evaluation

If applicant is scored “Needs Further Evaluation” on any of the four short answer questions, a request for written clarification will be sent, or a request for a telephone interview will be scheduled with the applicant to collect additional information.

- The telephone interview will last approximately 1 hour (likely less) and will be conducted with at least 2 members of the PSA Lead Trainer Review Committee
- For both the written clarification and phone interviews, applicants will be asked at least one additional question from any area that “Needs Further Evaluation”. Additional clarification questions may be asked by committee members
- PSA Lead Trainer Review Committee will decide if trainer is qualified to become a PSA Lead Trainer
- If applicant does not achieve PSA Lead Trainer status through the follow-up interview, they may proceed with the actions outlined in 5A
- If applicant achieves PSA Lead Trainer status, they may proceed with the actions outlined in 4A



6

Appeals Process

If an applicant wishes to appeal the decision of the PSA Lead Trainer Review Committee, an appeal form can be filled out. The appeal will then be reviewed by the PSA Lead Trainer Review Committee.

The Produce Safety Alliance reserves the right, in its sole discretion, to revoke PSA Trainer or PSA Lead Trainer status at any time which may be subject to additional consultation with the PSA, if evaluations indicate poor performance or violations of PSA and AFDO course training requirements.