

Traceability Plan Example for Farms (§ 1.1315)

The purpose of this document is to help farms establish a traceability plan as required in § 1.1315 of the Food Traceability Rule.

This example incorporates the information that is required by FDA's Food Traceability Rule and is one example of how a traceability plan can be established. There is no specific format required for the traceability plan, but the information in the traceability plan must meet the requirements as described in § 1.1315 of the Food Traceability Rule and reflect the current practices specific to the covered entity. Please note that for purposes of illustration, we have provided two examples of what a farm map could look like; however, the rule only requires one farm map (if applicable).

Requirements under § 1.1315 of the Food Traceability Rule:

If you are subject to the requirements of the final rule, you must establish and maintain a traceability plan containing the following information:

1. A description of the procedures you use to maintain the records you are required to keep under this rule, including the format and location of these records;
2. A description of the procedures you use to identify foods on the Food Traceability List that you manufacture, process, pack, or hold;
3. A description of how you assign traceability lot codes to foods on the Food Traceability List, if applicable;
4. A statement identifying a point of contact for questions regarding your traceability plan and records; and
5. If you grow or raise a food on the Food Traceability List (other than eggs), a farm map showing the areas in which you grow or raise such foods.
 - The farm map must show the location and name of each field (or other growing area) in which you grow a food on the Food Traceability List, including geographic coordinates and any other information needed to identify the location of each field or growing area.
 - For aquaculture farms, the farm map instead must show the location and name of each container (e.g., pond, pool, tank, cage) in which you raise seafood on the Food Traceability List, including geographic coordinates and any other information needed to identify the location of each container.
6. You must update your traceability plan as needed to ensure that the information provided reflects your current practices and to ensure that you are in compliance with the requirements of the rule. You must retain your previous traceability plan for 2 years after you update the plan.

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ADDRESS: 331 Laurel St, Carthage, CA 33133	SUPERSEDES	01/20/2026

Procedures to Maintain the Records

Digital records of all required KDEs are captured and stored in our commercial software solution. Records are maintained for two years.

Hard copies of Bills of Lading are provided to subsequent recipients containing all KDEs except TLC/ TLC Source Reference, which is barcoded on product case labels. Some companies also receive digital advanced shipment notices containing all required KDEs.

Procedures to Identify FTL Foods

All products packed at this facility are on the FTL.

Assigning Traceability Lot Codes

Unique products/pack sizes are assigned a 14-digit case GS1 GTIN. Internal lot codes are assigned using date (MMDDYY) and packing line (“AAA” – “ZZZ”). Together the case GTIN and Internal Lot code represent our traceability lot code.

Point of Contact

Sarah Tree, Traceability Manager, 123-456-7899

Farm Map

See Appendix.

Traceability Plan Updates

This plan is reviewed annually as part of our management review of our food safety system, as well as whenever something changes in our traceability procedures. Each previous traceability plan is kept in a folder on SharePoint for at least two years after it is updated.

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Appendix:

A. Example #1

Farm Name	Field Name	Field Geographic Coordinates
Lizzie's Lettuce	Field A-08	26.35145, -81.45909
Lizzie's Lettuce	Field B-09	26.35008, -81.45906
Lizzie's Lettuce	Field C-02	26.34812, -81.45893
Lizzie's Lettuce	Field D-03	26.34647, -81.45913



B. Example #2

