

 <p>SMALL SCALE FOOD PROCESSOR ASSOCIATION</p> <p>SUPPORTS INDEPENDENT FOOD PROCESSORS &amp; GROWERS</p>	Document No.: HUB.E.SIGN.143 Effective Date: 01-June 2022 Revision Date: New
<p><b>Notification of Maintenance Activities</b></p>	Revised By: MDaskis Approved By: NRoss Reason for Revision: New

Date of Notification: \_\_\_\_\_

<p>This sign must be completed and posted where all HUB Users can see. Maintenance activities can be a source of contamination and HUB Users may need to modify their production schedule to facilitate repairs, maintenance and Installation of new equipment.</p>										
Date of Notification										
Description of Maintenance Activity										
Who has initiated the maintenance activity?	<table border="0"> <tr> <td>HUB Management</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>HUB User</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Name of HUB User</td> <td></td> <td></td> </tr> </table>	HUB Management	Yes	No	HUB User	Yes	No	Name of HUB User		
HUB Management	Yes	No								
HUB User	Yes	No								
Name of HUB User										
Contact Information during maintenance activity										

**Project Updates to be completed daily**

Date	Progress	Initials

Date Project Completed: \_\_\_\_\_

Signature of HUB Owner \_\_\_\_\_