



**“Premium Quality Hulling and Shelling”
Since 1966**

2009 CROP DELIVERY INFORMATION

This brochure contains important delivery information regarding your 2009 crop. Please read it carefully.

For your convenience, it may be kept as a permanent record. We urge you to do so and refer to it whenever questions arise.

If you have any questions not answered by the information given here, contact the Huller office at 559-665-1185, or 866-MINTURN (866-646-8876).

**Mailing Address:
Post Office Box 760, Chowchilla, California 93610
Plant Location:
9080 South Minturn Road, Chowchilla, California 93610**



South Plant
1994

STAFF

General Manager

Jeff Hamilton

(559) 665-1185 (Office)

(559) 217-9255 (Mobile)

minturnhuller@msn.com (e-mail)

Office Manager / Billing

Gayle Denny

(559) 665-1185

Plant Supervisor

Jeff George

Shipping / Receiving

Connie Wood

(559) 665-1185

Shift Supervisors

Tim Russell

Joel Hurtado

North Plant
1998



GREETINGS!

As you know, preparing for harvest in this day and age, requires much more than servicing and repairing equipment. With that in mind, we have prepared a booklet that will help you deliver the highest quality product possible. This information is for your assistance to help in communication with the Huller. Please read and follow the guidelines contained within these pages.

PURPOSE:

The purpose of Minturn Huller Cooperative, Inc. is to provide “Premium Quality” hulling and shelling services to the Grower – Members and to provide a reasonable return to the Members for those services.

We are responsible to produce product with as low of foreign material and low chipped and scratched grades as possible for the product conditions.

Growers are responsible to deliver clean, dry product to the Huller that can be hulled and shelled in the most efficient manner.

Growers are also responsible for inedible damage to their delivered product.



**Original
Plant:
1966**

CONTENTS

Contained in this booklet, you will find information regarding the following:

- **Deliveries**
- **Harvest Procedures**
- **Invoicing and Billing**
- **Production Summary Reports**
- **Product Quality**
- **Good Agricultural Practices (GAP's)**

We hope that you find this information helpful and that it assists in making your harvest proceed smoothly.



HARVEST DELIVERIES

As Growers, you have two delivery options available during harvest. You can stockpile on the ranch or field load into trailers and deliver directly to the huller. **Growers that stockpile on the ranch will receive a credit of \$0.01 (1 cent) per meat pound.**

A) STOCKPILE ON THE RANCH (Not available in all areas)

The concept of “stockpiling on the ranch” is a very simple process. There are several **benefits** to both the grower and the huller for stockpiling on the ranch. These are:

- no waiting for trailers
- crews are more productive and are able to harvest additional acres per day
- product “stabilizes” in a stockpile
- product will process better through the plant
- product will be picked up by a Huller crew and trucks; all product (of a particular lot) will be processed at the same time
- greater efficiency for the plant is achieved with stockpiled product (reduces operating costs)
- product is insured by the Huller while in a stockpile

Disadvantage: Fumigation: fumigation must be performed by grower or his representative. (if grower chooses to fumigate; some do, most do not)

B) FIELD LOADING TRAILERS

Benefits:

- product is off of the ranch
- possibility that some of the product will be processed immediately
- product stockpiled at the Huller will be covered and fumigated immediately

Disadvantages:

- possible wait for trailers if Huller gets behind
- if behind, your crew could be standing around waiting, delaying harvest
- requires additional equipment (tractor and dolly) and personnel
- product stockpiled at the huller could be delayed in processing



Minturn crew picking up stockpile on ranch

*Stockpiling on Ranch is more productive!
Receive a \$0.01/meat pound credit!*

*Stockpiling at the Huller:
Trailers can be unloaded in about 10 minutes per set!*



HARVEST PROCEDURE

- A. Call office and inform management about harvest intentions:
i.e.: started shaking today!
- B. Call office and reserve trailers one (1) to two (2) days ahead of time if you intend to field load. Confirm your reservation the night before or the morning of.
 - indicate your expected ability to harvest and the # of loads per day (this helps us to plan and allocate trailers properly)
 - keep office informed as your plans and conditions change

C. Delivery Receipt

With each trailer that comes to your ranch, there will be an envelope that contains a **Delivery Receipt** and a copy of a **weight certificate**.

IT IS THE GROWERS RESPONSIBILITY TO
FILL OUT THE DELIVERY RECEIPT
COMPLETELY!!!

MINTURN HULLER		DELIVERY RECEIPT		48810
9080 S. Minturn Chowchilla, CA 93610 (559) 665-1185		DATE 2 / 20		
GROWERS NAME _____ 1				
BUYER _____ 3		WT. TICKET NO. _____ 4		
SIGNATURE OF GROWER REP. _____ 5				
<small>BULK</small>	<small>RANCH DESC./LDM</small>	<small>VARIETY</small>		
	6	7		
<small>CARRIER</small>		<small>DRIVER</small>		
8		9		
<small>TRUCK LICENSE NO.</small>		<small>TRAILER LICENSE NO.</small>		<small>TRAILER LICENSE NO.</small>
10	11		12	
<small>WHITE: TO HULLER</small>		<small>CANARY: TO HULLER</small>		<small>PINK: GROWER COPY</small>

1. Grower or Ranch Name
2. Date of Delivery
3. Handler Name (Blue Diamond Growers: please include Grower Account Number & sub account number)
4. Weight Ticket number: this number is preprinted on the accompanying copy of the weight certificate that is in the envelope with the Delivery Receipt
5. The Grower or a grower representative must sign the Delivery Receipt
6. Ranch or Field name or number: This is your designation to assist both you and the huller in identification of your product.
7. Variety: list the variety that is in the load
8. Carrier: will be Ramirez & Sons or other carrier
9. Driver: know who is picking up your load. Have the driver sign the receipt.
10. Truck License number; insert the truck license number or unit number: ie: R-30
11. Trailer License number (Front): please use the trailer unit number: ie: 42A
12. Trailer License number (Back): please use the trailer unit number: ie: 42B

**Remove the *PINK* copy and retain for your records. Insert the remaining copies into the envelope and secure the envelope to the trailer where you found it (bulldog clip or on top of the “king pin”)
Retain the *PINK* copy of the weight certificate for your records.**

- D. Anticipate your needs and keep us informed:**
- calculate how much time is necessary to fill a set of doubles and plan your call for the next set accordingly. Allow us enough time to respond (usually 1 to 2 hours).

Remember: if you are not ready when we get there, unnecessary equipment is being tied up that could be used by someone else. Next time it could be you waiting because someone missed judged their time expectations!

E. Last Load: indicate on the delivery receipt that it is the last load of the field or lot.



*I am finished
for the day.
Please pick up
the trailer!
Thank you!*

F. Finished with a set of Doubles: please call as soon as you know when you will be finished with a set of trailers so that we can pick them up and get them emptied.

G. Finished for the Night: It is our goal to not leave any full sets out at night.



On our busiest days, we receive over 100 loads!

INVOICING

HULLING AND SHELLING CHARGES

Normal Hulling and Shelling charges are as follows:

- a) Hulling Assessment: \$10.00 per delivered field weight ton.
Purpose: Growers incentive to deliver clean, dry product
- b) Finished Meat Weight: \$0.02 (2 cents) per meat pound delivered weight to handler
- c) Inshell Assessment: \$0.02 (2 cents) per inshell pound delivered weight to handler
- d) Trucking: Base Rate: \$235 Per Load, up to 45 Miles;
\$335 Per Load, beyond 45 Miles
Fuel Surcharge: based on Fuel rates

- e) **ASSIGNMENTS: ALL GROWERS ARE REQUIRED TO HAVE AN ASSIGNMENT IN PLACE WITH THE HULLER AND WITH EACH HANDLER & FOR EACH HANDLER ACCOUNT (SUB NUMBER) THAT THE GROWER SHIPS UNDER.**

GROWERS MUST HAVE AN ASSIGNMENT IN PLACE TO PAY FOR HULLING AND SHELLING CHARGES!



FINISHED PRODUCT WILL NOT BE RELEASED OR SHIPPED WITH OUT AN ASSIGNMENT IN PLACE.

MINTURN HULLER COOPERATIVE INC
 P.O. BOX 760
 8080 S. MINTURN RD.
 CHOWCHILLA, CA 93810
 (669)666-1166
 Fax: 84-1047678

Page 1

(2) Invoice No 0048800
 Invoice Date 3/13/2007

Sold To:

any almond grower, inc (1)
 123 ABC Street
 MERCED, CA 95340

Salesperson	Shipped	Ship Via	Terms	Customer Order No
	03/13/2007		DUE ON RECEI	
67493 POUND	(3)	HULLING ASSESSMENT	(4)	.00500 337.30
16204 POUND		SHELLING ASSESSMENT		.02000 304.00
33.73 TON		FIELD TRUCKING		8.41300 283.77

(5) any almond grower, inc.
 HOME N/P
 almonds r us handler

(6)

1. GROWER name, address
2. Invoice number and date of invoice
3. pounds of field weight, meats, inshell and tons of field weight for trucking
4. assessment rates
5. Grower name, field/lot name, variety, handler
6. Total amount due for this invoice

ALL INVOICES ARE DUE AND PAYABLE ON RECEIPT.

PROCESS SUMMARY REPORT

Our normal procedure for reporting your information to you is by the Process Summary Report.

		<i>Grower Process Summary Including Meats from Inshell</i>					<i>2007 Crop Year</i>		
1	2	3	4	5	6	7	8	9	
#	Grower Name	Field	Variety	Total Field Wt	Meat Wt	Inshell Wt	Mts from Ins	Total Meats	Meat %
777	BOB'S ORCHARD	F-1	NONPAREIL	1,059,020	164,004	190,940	102,592	266,596	25.17%
777	BOB'S ORCHARD	F-1	MONTEREY	355,040	105,777			105,777	29.79%
777	BOB'S ORCHARD	F-1	CARMEL	284,960	83,251			83,251	29.21%
			Field Total	1,699,020	353,032	190,940	102,592	455,624	26.82%
			Grower Total	1,699,020	353,032	190,940	102,592	455,624	26.82%
			Total All	1,699,020	353,032	190,940	102,592	455,624	26.82%
			Growers	10	11	12	13	14	15

Process Summary Explanations:

1. **GROWERS NAME:** The name that you use to identify your orchard or ranch
2. **FIELD / LOT / RANCH NAME:** Field names or numbers that you use to identify each block.
3. **VARIETY:** Varieties that are in each field.
4. **TOTAL FIELD WEIGHT:** The field weight that you delivered to the huller, per variety.
5. **MEAT WEIGHT:** Pounds of loose meats produced from the hulling & shelling process (excluding meats from inshell) per variety
6. **INSHELL WEIGHT:** Pounds of inshell product collected and shipped from the hulling process, per variety.
7. **MEATS FROM INSHELL:** Meat pounds calculated from the USDA sample. This number is received from the USDA grade report that you receive.
8. **TOTAL MEATS:** The sum of "Loose Meat Pounds" (5) and "Meats from Inshell" (7), per variety.
9. **MEAT %:** Equals the "Total Meats" (8) divided by the "Total Field Weight" (4), per variety.
10. **TOTAL FIELD WEIGHT FOR ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**
11. **TOTAL MEAT WEIGHT FOR ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**
12. **TOTAL INSHELL WEIGHT FOR ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**
13. **MEATS FROM INSHELL FOR ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**
14. **TOTAL MEATS FROM ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**
15. **MEAT % FROM ALL VARIETIES IN THAT FIELD AND IN ALL FIELDS UNDER THIS GROWER**

QUALITY CONTROLS

Minturn Huller has implemented a computerized moisture meter that is capable of reading moisture levels for: hulls, meats, and inshell. Moisture samples can be submitted by Growers or by the Huller Field Staff.

MINTURN HULLER DOES NOT HAVE DRYING FACILITIES. ALL DRYING ARRANGEMENTS MUST BE MADE THROUGH YOUR HANDLER.

The following parameters have been established in order to achieve the highest possible quality for Growers and for the Huller.

The **MAXIMUM** moisture levels, under **NON-RAIN CONDITIONS**, that product will be received are:

- Hull moisture content: 15%

Hulls: 15%

- Meat moisture content: 6%

Meats: 6%

FOREIGN MATERIAL

Foreign Material, in deliveries, is anything that is not an almond meat, hull or shell.

Excessive levels of foreign material are arrived at when the following occurs:

- a) Bridging: sticks and other debris prohibit product from flowing out of the trailer
- b) the pre-cleaner must be slowed down in order to separate out the foreign material
- c) extra equipment and manpower is required to empty the trailer
- d) excessive amounts of **SHREDDED BRUSH** that contaminate the hull pile



Debris from a replanted orchard!

Excessive Foreign Material will be subject to Managerial Discretion. Extra Handling Charges are established at the minimum rate of \$100.00 per set. Increased charges will be assessed, depending on the severity of the problems associated with unloading the set.

REFUSAL OF LOADS

Loads with **GROSS EXCESSIVE PROBLEMS** will be refused and will be returned to the Grower. Normal transportation rates will apply for each of the extra trips involved.

DEMURRAGE FEE

A Demurrage charge of \$100 per day will be assessed for trailers kept over 24 hours, without managerial approval.

PRODUCT DELIVERY WAIVER

The Product Delivery Waiver Form documents quality and condition of product delivered to the Huller. Growers will sign the waiver acknowledging the condition of the product and the responsibility of the condition of the product belongs to the Grower.

The Grower also acknowledges and accepts responsibility for the additional fees and charges that are associated with the quality of the product.

PRODUCT DELIVERY WAIVER

GROWER: _____ **DATE:** _____

FIELD/LOT: _____

VARIETY: _____

HANDLER: _____

The product listed above has been delivered to Minturn Huller Cooperative, Inc. under the following conditions:

___ **Excessive Hull Moisture:** **Moisture Reading** _____

___ **Excessive Meat Moisture:** **Moisture Reading** _____

___ **Excessive Sticks or Shredded Brush**

___ **Excessive Leaves and Grass**

___ **Excessive Dirt**

___ **Evidence of Insect Infestation or Damage: Sample %** _____

___ **Other:** _____

Grower acknowledges that the product requires additional handling and agrees to the extra charges applied to doing so. Grower also acknowledges that Minturn Huller Cooperative is not responsible for the condition of Growers product or for any further decline in the quality of the product due to the delivered condition.

Grower

Signature: _____ **Date:** _____

***GOOD AGRICULTURAL
PRACTICES (GAP'S)
and
FOOD SAFETY***



PREVENTING MICROBIAL CONTAMINATION BEGINS ON THE FARM

Minturn Huller's grower / members produce one of nature's finest food crops, one known around the world for its flavor, utility and nutritional value. We all have the responsibility to produce a product that is safe and nutritional for consumers around the world. The goal of these extraordinary efforts is to ensure that the products we produce meet our customer's expectations for quality, cleanliness and healthfulness.

In light of recent food poisoning incidents, all food producers are coming under increasing scrutiny. While almond handlers are responsible for ensuring the safety of their products, a major tenet of controlling food-borne pathogens is to minimize the degree of contamination inherent on the incoming raw product. Simply stated, contamination control programs cannot start and stop at the handler. Sound practices need to begin at the farm, carrying on to the huller/sheller and finally to pasteurization at the handler level.

With this in mind, the California almond industry, under the auspices of the Almond Board of California, has developed guidelines for growers, huller/sheller operators and handlers to ensure the safety of its products. The Food Safety and Quality Program incorporates several sections designed to ensure that California's almonds are produced in a safe, responsible manner and to provide consumers around the world with the highest level of confidence in our products.

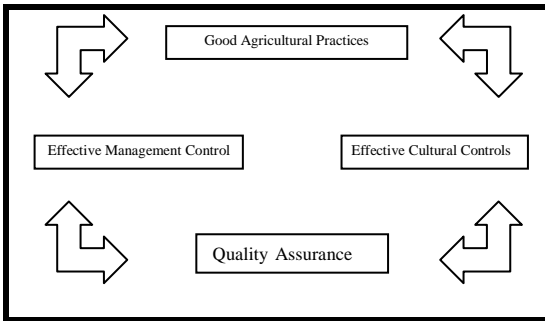
The next few pages summarize the main points of an effective Good Agricultural Practices (GAP) program. We ask that you take a few minutes to review this information, and develop a program for your farming operation.



Aflatoxin
Spore

THE PRINCIPLES OF GOOD AGRICULTURAL PRACTICES

1. Prevention of microbial contamination of almonds is favored over reliance on corrective actions once contamination has occurred. Once pathogens are on almonds, they are nearly impossible to remove without resorting to a lethal process, or “kill step.”
2. To minimize microbial food safety hazards in almonds, growers should use GAP’s in those areas over which they have control, such as sources of water, orchard management, fertilizer practices, etc. Some potential sources of contamination can be managed better than others. These should be the focus of your GAP’s.
3. Anything that can come in contact with almonds has the potential of contaminating them. Almonds can be contaminated by simple contact with sources of infection.



4. Whenever water comes in contact with almonds, its source and quality dictate the potential for contamination. Irrigation water and water used to mix pesticides are two primary sources of contamination.
5. All pesticides should only be used in strict accordance with manufacturer recommendations, and state and federal ordinances.
6. Practices using manure and/or compost should be closely managed. Non-composted manure is a source of human pathogens and should not be used.
7. Worker hygiene practices play a critical role in minimizing potential contamination. Employee hygiene includes the availability of clean toilet facilities, hand-washing stations, training and enforcement of good hygiene practices.
8. Accountability is important to a food safety program. The ability to trace back product from the consumer to the farm is critical. There is no assurance proper attention has been paid to risk prevention unless documentation of the operation is available.

COMPONENTS OF A GOOD AGRICULTURAL PRACTICES PROGRAM TRACEBACK

Traceback is defined as the ability to track food items through their chain of production or custody. An effective traceback system provides investigators with the clues they need to isolate the source of contamination to its potential sources, therefore limiting the risk of more widespread liability. Key points of the good traceback program include:

1. Maintain records of orchard practices prior to harvest.
2. Establish a lot numbering scheme to identify loads as they are harvested.
3. Be sure that each load leaving your operation can be traced to the orchard of origin and the date of the harvest.
4. Maintain records of the lot number for all loads leaving your operation.

HISTORY OF YOUR ORCHARD SITE

Check the background of your orchards. Be sure that you are aware of the history of the lands you farm. Of greatest concern would be prior land uses that may have involved animal grazing, disposal sites for dairy or poultry wastes or distribution of municipal wastes (biosolids).

Be aware of activities on adjacent land that may affect your orchard. Take note of animal operations, pesticide applications, run-off from water sources or water applications and any activities that could result in the spread of pollutants or contaminants.

SOIL GUIDELINES

Know your soil. Document the soil type, production history, previous and adjacent land uses, soil testing and amendment applications to help identify any microbiological risks.

PESTICIDE USE GUIDELINES

All pesticide materials must be used in accordance with label instructions and any applicable state and federal regulations. Be sure to document all training and application activities as required.



ANIMAL PEST CONTROL

All animals, including mammals, birds, reptiles and insects are potential sources of contamination because they harbor or could be a vector for a variety of pathogenic agents. Be sure to restrict all domestic animal traffic from entering your orchard and immediately removed any dead animals found in your orchards.

Establish a pest control program to reduce the risk of contamination by rodents and other animals. The program should include regular and frequent monitoring of affected and treated areas to accurately assess the effectiveness of any controls implemented.



SAFE WATER PRACTICES

Water used in almond production can be a source of pathogens and a vehicle for spreading microbial contaminants. Therefore, maintaining a safe water supply is a top priority.

1. Identify and document your primary and secondary water sources.
2. Identify and document the integrity of your water delivery system, i.e., canals, pipelines, flood, furrow, sprinkler, drip.
3. Identify and document the type and location of any filtration system.
4. Test all water sources as needed and keep the results on file.
 - a. Closed systems, i.e., capped wells should be tested annually.
 - b. Open systems, i.e., uncapped wells and open distribution systems should be tested quarterly through the season.
5. If water sources are found to be contaminated by fecal coliform/ E. coli, document any corrective measures employed.
6. Document and test any water sources used for mixing and applying pesticide or foliar feeding materials.
7. Identify and document any nearby landfill sites, sewage treatment facilities, septic tanks, leach fields and sources of potential run-off or leaching from adjacent farming operations. Take corrective actions to eliminate risks of water-borne contamination and document each action taken.



FERTILIZER PRACTICES

Proper procedures reduce the risk of contamination. Using raw manure including feces, urine or other excrement and bedding produced by livestock or poultry that has not been composted, increases microbial risk and can contribute to food-borne illnesses. To minimize the risk of microbial contamination, use only treated or composted manure. (Treated means the final stages of the composting process that occurs after compost has undergone pathogen reduction.)

- Store manure as far away as possible from where almonds are grown and handled.
- Prevent wind drift and run-off from manure storage areas.
- Document the type, rates, dates, and locations of any applications.
- Make applications at the end of the season. Do not apply manure after January 1.
- Do not apply dairy lagoon wastewater to your orchards.
- Do not allow animals, including poultry or pets to roam in the orchards.

Verify that proper treatment of composted products has occurred by asking the compost producer to provide documentation showing that:

1. The compost maintained temperatures between 131 and 170 degrees F for fifteen days or more in a windrow system.
2. Composted windrows were turned a minimum of five times during composting.
3. Microbial test results showing E. Coli < 1,000 MPN/gram and Salmonella < 3 MPN/ 4 gram. (MPN = Most probable Number)

CLEANING & SANITATION OF HARVEST TOOLS

Tools, machinery, storage facilities and transportation vehicles used in the harvest should be clean and if necessary, disinfected prior to harvest. If necessary, clean and disinfect harvest machinery between fields to prevent cross-contamination. Cleaning involves the removal of dirt and debris from tools and equipment. Sanitization involves the disinfection of tool or equipment surfaces.

Do not haul almonds in equipment that has been used to haul manure, garbage, or other debris.



SANITARY FACILITIES/FIELD SANITATION

California's field sanitation regulations are the strictest in the nation. Maintain all required worker hygiene facilities according to local, state and federal regulations. Document each step taken to provide clean sanitary facilities and hand-washing stations. Provide safe, clean drinking water with single-use cups for all employees.



WORKER HYGIENE GUIDELINES

Train your workers in good hygiene practices and document their training. Have written procedures on the importance of personal hygiene. Document the frequency and content of training meetings.

HARVEST AND DELIVERY SANITATION

Moisture leads to a proliferation of microorganisms. To prevent the growth and spread of food-borne pathogens, be sure that the orchard floor is dry prior to shaking and be

sure that the crop has dried sufficiently prior to picking it up. Almonds held in transportation vehicles for an extended period of time and almonds stored in stockpiles are particularly susceptible to the growth of microorganisms when moisture levels are too high.

Ensure that harvest machinery does not contaminate your product. Cross-contamination can occur if harvest machinery carries contaminated soil or debris into your orchard or mixes contaminated soil or debris into your crop. Ensure that harvest machinery has been cleaned and sanitized prior to entering your orchards.

Inspect all trailer and cargo containers prior to loading. Ensure that all transportation vehicles are:

1. Clean of all visible debris, soil or other nuts.
2. Free of odors.
3. Clear of any excess moisture.

Verify that trailers and cargo containers have not been previously used to transport hazardous materials or products from animal operations, specifically waste or manure.

Your huller/sheller has implemented a Good Manufacturing Practices program and has achieved a "Superior" Rank (highest rank) since the program has been in place.

