


**FINAL AUDIT REPORT**

Operation Type: Packinghouse  
Audit Report Summary

CB Registration No. PA-PGFS-1235-3  
PrimusGFS ID #112031 - Cert:6  
Audited by Primus Auditing Operations

PrimusGFS Version 2.1-2

Ver en Español

<b>Organization:</b>	<b>Dundee Citrus Growers Association</b> Contact(s): <a href="#">John Marshall</a> Address: 111 North First Street PO Box 1739 33838 Location: Dundee, Florida, United States Phone Number: 863-439-0720				
<b>Operation:</b>	<b>Lake Hamilton Packinghouse</b> Contact(s): <a href="#">John Marshall</a> Location: 300 State Road 17 South Lake Hamilton, Florida 33851, United States				
<b>Shipper:</b>	Dundee Citrus Growers Association				
<b>Operation Type:</b>	<b>Packinghouse</b>				
<b>Audit Type:</b>	<b>Announced Audit</b>				
<b>Audit Scope:</b>	The Dundee packinghouse is located at 300 SR17 South in Lake Hamilton, Florida. The facility runs from around September through June on one shift with around 125 workers. Oranges were being run at the time of the audit. The citrus comes in from the groves in large RPCs, which are dry dumped onto a conveyor. The fruit goes through a PAA pre-rinse (85ppm), then a wash step with recirculated water (a CCP) and a final rinse with single pass city water. The produce is manually and optically sorted for culling, color, and size. The fruit was being packed in mesh bags and cardboard cartons. No organic product and no allergens.				
<b>Date FSMS Started:</b>	13 Feb 2017 08:00				
<b>Date FSMS Finished:</b>	13 Feb 2017 17:00				
<b>Date Operation Started:</b>	13 Feb 2017 09:00				
<b>Date Operation Finished:</b>	13 Feb 2017 11:00				
<b>Product(s) observed during audit:</b>	Oranges				
<b>Similar product(s)/process(es) not observed:</b>	Grapefruit, Tangerines				
<b>Product(s) applied for but not observed:</b>	None				
<b>Auditor:</b>	<a href="#">Bob Gates</a> (Primus Auditing Operations)				
<b>Preliminary Audit Score:</b>	<b>97%</b>				
<b>Final Audit Score:</b>	<b>98%</b>				
<b>Certificate Valid From:</b>	15 Mar 2017 To 14 Mar 2018				
<b>GPS Coordinates:</b>	<table border="1"> <thead> <tr> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>28° 2' 53"</td> <td>81° 37' 14"</td> </tr> </tbody> </table>  <a href="#">Click here to see map</a>	Latitude	Longitude	28° 2' 53"	81° 37' 14"
Latitude	Longitude				
28° 2' 53"	81° 37' 14"				

View Certificate

Corrective Action Activity

AUDIT SCORING SUMMARY	Pre-Corrective Action Review		Post-Corrective Action Review	
Food Safety Management System Requirements	Score:	192	Score:	194
	Possible Points:	194	Possible Points:	194
	Percent Score:	98%	Percent Score:	100%
Good Manufacturing Practices Requirements	Score:	1040	Score:	1044
	Possible Points:	1072	Possible Points:	1072
	Percent Score:	97%	Percent Score:	97%
HACCP System Requirements	Score:	245	Score:	245
	Possible Points:	245	Possible Points:	245
	Percent Score:	100%	Percent Score:	100%
<b>TOTAL</b>	Score:	1477	Score:	1483
	Possible Points:	1511	Possible Points:	1511
	Percent Score:	97%	Percent Score:	98%

Non-Conformance Summary By Count	Pre-Corrective Action Non-Conformances	Post-Corrective Action Non-Conformances
Food Safety Management System Requirements	1	0
Good Manufacturing Practices Requirements	5	3
HACCP System Requirements	0	0
<b>TOTAL</b>	<b>6</b>	<b>3</b>

SECTIONS:

Food Safety Management System Requirements	Good Manufacturing Practices Requirements	HACCP System Requirements
Management System	General GMP	Preliminary Steps
Control of Documents and Records	Pest Control	Development of the HACCP Plan
Procedures and Corrective Actions	Storage Areas & Packaging Materials	Execution of the HACCP plan on the Plant Floor
Internal and external inspections	Operational Practices	
Rejection and release of product	Worker Practices	
Supplier Control	Equipment	
Traceability and Recall	Equipment Cleaning	
Food Defense	General Cleaning	
	Buildings and Grounds	
	Chemical Files	
	Pest Control Documentation	
	Operation Monitoring Records	
	Maintenance & Sanitation Files	

Worker Documentation
Testing/Analyses Records
Temperature Controlled Storage & Distribution Logs
Allergen Control

FSMS		Management System
1.01.01	<p><b>Question:</b> Is there a Food Safety Manual or other documented food safety management system covering the scope of business included in this audit and procedures/instructions for all food safety processes?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The company's food safety manual includes applicable GAP and GMP requirements. The manual is a compilation of SOPs that cover the scope of business and procedures/instructions for all food safety processes. The manual was signed by the General Manager on 2016-10-11.</p>	
1.01.02	<p><b>Question:</b> Is there a documented food safety policy detailing the company's commitment to food safety?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The safety policy and mission statement outlines the company's commitment to food safety. The policy is signed by the CEO on 3 OCT 11. The policy is posted by in the shop.</p>	
1.01.03	<p><b>Question:</b> Is there an organizational chart of all workers who have food safety related activities?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The company has detailed organizational charts, dated JAN 2017. The organizational charts include back up roles for key managerial and food safety personnel.</p>	
1.01.04	<p><b>Question:</b> Is there a food safety committee and are there logs of food safety meetings with topics covered and attendees?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The food safety committee consists of 6 cross trained members. The committee meets at least monthly during the season. Meeting minutes include topics covered and attendees. The last meeting held on 10 JAN 17 covered topics such as customer complaints, HACCP and GMP reviews.</p>	
1.01.05	<p><b>Question:</b> Is there documented management verification of the entire food safety management system at least every 12 months?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The company conducts a management verification of the entire food safety management system at least every 12 months. The last annual verification occurred on 20 JAN 17 No major changes have occurred within the last year.</p>	
1.01.06	<p><b>Question:</b> Is there a documented analysis detailing resources required to implement and improve the food safety management system processes with documented commitment from management to provide these resources?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. The resources are allocated during the 2017 annual budget meeting based on the recommendation of the food safety management annual review.</p>	

FSMS		Control of Documents and Records
1.02.01	<p><b>Question:</b> Is there a written document control procedure describing how documents will be maintained, updated and replaced?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p><b>Auditor Comments:</b> Yes. Company SOP Document Control outlines the procedures for maintaining, updating and replacing documents.</p>	

1.02.02	<b>Question:</b> Are all records stored for a minimum period of 12 months or for at least the shelf life of product if greater than a year?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes.. The retention time is documented in SOP DD 1.02.	
1.02.03	<b>Question:</b> Are food safety related documents and records stored and handled in a secured manner?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The food safety documents are retained both in electronic format and paper copies. The paper copies are stored in a secured area of the office and the electronic files are password protected.	
1.02.04	<b>Question:</b> Are the records maintained in an organized and retrievable manner?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The Food Safety Specialist maintains an electronic log to the electronic records. The paper records are stored tabbed in a locked filing cabinet.	

<b>FSMS</b>	<b>Procedures and Corrective Actions</b>
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1.03.01	<b>Question:</b> Are there documented instructions for the creation of Standard Operating Procedures?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Procedures and instructions for the creation of Standard Operating Procedures, issue 6.	
1.03.02	<b>Question:</b> Are the written procedures available to relevant users and is a master copy maintained in a central file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Paper copies are available for relevant users. Electronic copies are available to all employees on the company's intranet.	
1.03.03	<b>Question:</b> Is there a corrective action procedure that describes the requirements for handling deficiencies affecting food safety and prevention of future occurrences?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There are corrective action procedure eighth edition, for handling deficiencies affecting food safety and prevention of future occurrence.	
1.03.04	<b>Question:</b> Is there a daily incidents report, sometimes called a Notice(s) of Unusual Occurrence and Corrective Actions Log (NUOCA) ?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company uses NUOCA logs to record daily incidents. An example of its use was for a recent cooler alarm.	

<b>FSMS</b>	<b>Internal and external inspections</b>
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1.04.01	<b>Question:</b> Is there documented program for internal audits to be performed at the operations, covering all processes impacting food safety and the related documents and records?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Internal audits are conducted and cover all processes impacting food safety, including related documents and records. Company GMP audits are conducted internally. The last internal audit occurred on 23 JAN 17.	
1.04.02	<b>Question:</b> Are there written procedures for handling regulatory inspections?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Dundee has an SOP that outlines the procedures for handling regulatory inspections.	

1.04.03	<b>Question:</b> Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Records were on file from the 2016 Primus audit along with corrective actions. There have been no regulatory audits this past year other than regular PIQ audits.	
1.04.04	<b>Question:</b> Are there documented calibration procedures for measuring and monitoring devices used in the operations that are related to the safety of the product?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company has documented procedures for equipment calibration of the thermometers and scales. The third party company operating the equipment has specific procedures for ORP and pH calibration.	

<b>FSMS</b>	<b>Rejection and release of product</b>
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1.05.01	<b>Question:</b> Is there a written procedure for handling on hold or rejected products?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Hold Fruit Order dated 8/1/02 details procedures for handling on hold or rejected products. The products are place in a designated area until the product can be reworked or discarded.	

1.05.02	<b>Question:</b> Are there records of the handling of on hold or rejected products kept on file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Record were available for review during the audit of on hold or rejected products. Reject or on hold items are documented on a log. No product was on hold or rejected during the audit or this season.	

1.05.03	<b>Question:</b> Is there a documented product release procedure available?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 3 <b>Score:</b> Minor Deficiency									
	<b>Auditor Comments:</b> The release record was not available for the on hold product.										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 5px;"><b>Auditee Comments:</b> The attached file is a record of the hold/release procedure along with a record of release.</td> <td style="text-align: right; padding: 5px;"><a href="#" style="background-color: #808080; color: white; padding: 2px 10px; border-radius: 5px;">View Files</a></td> </tr> <tr> <td style="width: 60%; padding: 5px;"><b>CB/Auditor Review Comments:</b></td> <td style="width: 10%; text-align: center; padding: 5px;"><b>CA Accepted?</b></td> <td style="width: 30%; padding: 5px;"> <b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>New Score:</b> Total Compliance </td> </tr> <tr> <td style="padding: 5px;"></td> <td style="text-align: center; padding: 5px;"><b>Yes</b></td> <td></td> </tr> </table>			<b>Auditee Comments:</b> The attached file is a record of the hold/release procedure along with a record of release.		<a href="#" style="background-color: #808080; color: white; padding: 2px 10px; border-radius: 5px;">View Files</a>	<b>CB/Auditor Review Comments:</b>	<b>CA Accepted?</b>	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>New Score:</b> Total Compliance		<b>Yes</b>	
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<b>CB/Auditor Review Comments:</b>	<b>CA Accepted?</b>	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>New Score:</b> Total Compliance									
	<b>Yes</b>										

1.05.04	<b>Question:</b> Are there records of product releases kept on file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Records of product release (field tickets) are retained in a the daily run sheets and computer controlled.	

1.05.05	<b>Question:</b> Is there a documented system for dealing with customer and buyer food safety complaints/feedback along with records and company responses, including corrective actions?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Dundee has a documented system for dealing with customer and buyer food safety complaints/feedback along with records and company responses, including corrective actions. There have been no food safety related complaints since the last audit.	

<b>FSMS</b>	<b>Supplier Control</b>
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1.06.01	<b>Question:</b> Are there current written food safety related specifications for all raw products, ingredients, materials and services purchased?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company uses USDA grades and customer specifications for all raw products, ingredients, materials and services.	
1.06.02	<b>Question:</b> Is there a written procedure detailing how suppliers are evaluated, approved and monitored?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Dundee has a suppliers annual evaluation, approval and monitoring program.	
1.06.03	<b>Question:</b> Is there a list of approved suppliers?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company maintains a list of approved supplier. The list is updated annually or when ever a change occurs.	
1.06.04	<b>Question:</b> Does the organization have documented evidence to ensure that all products, ingredients or materials and services suppliers comply with the approval requirements and that they are being monitored as defined in the procedure?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company annually updated all products, ingredients or materials and services suppliers. Records of facility suppliers are maintained on the company's intranet. LOGs are provided by packaging suppliers. COAs were provided by fertilizer suppliers. Certification forms were provided by laboratories.	
1.06.05	<b>Question:</b> If the organization is outsourcing any processes that may affect food safety, are there control procedures over such processes?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - There is no outsourcing that affects food safety.	
1.06.06	<b>Question:</b> If tests and/or analysis within scope to food safety are performed by external laboratories, are they licensed/accredited (e.g. ISO 17025 or equivalent, National Regulations, State Department, etc.)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company contracts laboratory services to Deibel which is accredited to ISO 17025.	

<b>FSMS</b> Traceability and Recall		
1.07.01	<b>Question:</b> Is there a document that indicates how the company product tracking system works, thereby enabling trace back and trace forward to occur in the event of a potential recall issue?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Company Product Recall Plan, dated 9/08, outlines the company's product tracking system. The products are labeled with field codes, dates, and section ids.	
1.07.02	<b>Question:</b> Does the organization have a documented recall program including procedures, recall team roles and contact details, external contact listings and explanation of different recall classes?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The documented recall program includes all the required information in traceability SOP.	
1.07.03	<b>Question:</b> Is testing of recall procedures (including trace back) performed and documented at least every six months? Can the company identify where affected product was sent?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company tests the recall procedures every six months. The last recall test occurred on 27 DEC 16 for 1080 boxes of oranges. There was 100% capture within 2 hours. There have been no actual recalls within the last year.	

<b>FSMS</b> Food Defense		
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1.08.01	<b>Question:</b> Does the company have a documented food defense policy based on the risks associated with the operation?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The Food Safety Defense Policy is based on the risk associated with the operations.	
1.08.02	<b>Question:</b> Is there a current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company maintains an emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies. The list was posted in the office.	
1.08.03	<b>Question:</b> Are visitors to the company operations required to adhere to food defense policies?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The policies are posted and the visitor, by signing the register, agrees to abide by the company's regulations.	

<b>GMP</b>	<b>General GMP</b>
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2.16.01	<b>Question:</b> Is there a designated person responsible for the food safety program?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. John Marshall is the designated person responsible for overseeing the company's food safety program.	
2.16.02	<b>Question:</b> Are all chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The chemicals are stored in a locked storage room away from product or packaging. The chemical labels were legible and the chemicals were labeled correctly.	
2.16.03	<b>Question:</b> Are "food grade" and "non-food grade" chemicals used, handled and stored in a controlled manner?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Food grade and non-food grade chemicals are stored in different areas in the chemical stage area to avoid cross contamination.	
2.16.04	<b>Question:</b> Are signs supporting GMP's posted appropriately?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Signs are posted through out the facility, including the restrooms, lunchroom and the entrances to the facility.	
2.16.05	<b>Question:</b> Are the necessary food defense controls implemented in the operation?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company has a security system implemented throughout the facility.	

<b>GMP</b>	<b>Pest Control</b>
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2.17.01	<b>Question:</b> Are products or ingredients free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. No signs of pest contamination or tampering were observed during the audit.	

2.17.02	<b>Question:</b> Are packaging supplies free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Packing supplies were free of nsects/rodents/birds/reptiles/mammals or any evidence of them.	
2.17.03	<b>Question:</b> Are plant and storage areas free of insects/rodents/birds/reptiles/mammals or any evidence of them?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. No signs of pest contamination or tampering were observed in the plans and storage areas.	
2.17.04	<b>Question:</b> Is the area outside the facility free of evidence of pest activity?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The area outside of the facility showed no signs of pest activities.	
2.17.05	<b>Question:</b> Does the operation have a pest control program? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company contracts the pest control program to Ehrlich. Their insurance is valid through 1 OCT 17. Target pest included rodents and flying insects.	
2.17.06	<b>Question:</b> Are pest control devices located away from exposed food products? Poisonous rodent bait traps are not used within the facility?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Pest control devices are located away from exposed food products. Poisonous rodent bait traps are not used within the facility.	
2.17.07	<b>Question:</b> Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The pest controls devices were properly cleaned and maintained. Each station is uniquely bar coded. The devices are checked monthly by the pest control company. and by-weekly internally.	
2.17.08	<b>Question:</b> Are interior and exterior building perimeter pest control devices adequate in number and location?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There was an adequate number of devices and they were placed in the proper locations. There were 54 baited stations and 115 tin cats.	
2.17.09	<b>Question:</b> Are all pest control devices identified by a number or other code (e.g. barcode) ?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The pest control devices are uniquely numbered by a bar code.	
2.17.10	<b>Question:</b> Are all pest control devices properly installed and secured?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. All the pest control devices were properly installed and secured.	

<b>GMP</b>	<b>Storage Areas &amp; Packaging Materials</b>
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2.18.01	<p><b>Question:</b> Are ingredients (including ice), products, and packaging stored to prevent cross contamination (this includes iced product pallets stored above pallets of product without adequate protection as well any allergen cross contamination issues)?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. The product and packaging are properly stored to prevent cross contamination.</p>									
2.18.02	<p><b>Question:</b> Is the storage area completely enclosed?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 0  <b>Score:</b> Non-Compliance</p>								
	<p><b>Auditor Comments:</b> No. The area is not fully enclosed.</p>									
	<table border="1"> <tr> <td colspan="3"><b>Auditee Comments:</b> The facility will review this in the off season.</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>CA Accepted?</b></td> <td></td> </tr> <tr> <td><b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.</td> <td style="text-align: center;"><b>No</b></td> <td> <p><b>Possible Points:</b> 10  <b>Points Scored:</b> 0</p> </td> </tr> </table>		<b>Auditee Comments:</b> The facility will review this in the off season.				<b>CA Accepted?</b>		<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>
<b>Auditee Comments:</b> The facility will review this in the off season.										
	<b>CA Accepted?</b>									
<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 0</p>								
2.18.03	<p><b>Question:</b> Is the facilities use restricted to the storage of food products?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. The facility is restricted to only the storage of food products.</p>									
2.18.04	<p><b>Question:</b> Are rejected or on hold materials clearly identified and separated from other materials?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. On hold or rejected during the item are stored in the "On Hold" area which was located in a designated area away from the other product. There were no products on hold or rejected at the time of the audit.</p>									
2.18.05	<p><b>Question:</b> Are raw products, work in progress, ingredients (including ice), finished goods and food contact packaging within accepted tolerances for spoilage or adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. Raw products, work in progress, finished goods and food contact packaging were within accepted tolerances for spoilage or adulteration</p>									
2.18.06	<p><b>Question:</b> Are all storage areas clean, especially the racking structures, lights, ceilings, floor areas by the walls and other hard to reach areas?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. All storage areas were clean including all hard to reach places.</p>									
2.18.07	<p><b>Question:</b> Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc)?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. Materials were dated upon arrival and properly rotated.</p>									
2.18.08	<p><b>Question:</b> Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) rotated using FIFO policy?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. The company has implemented a FIFO policy.</p>									
2.18.09	<p><b>Question:</b> Are storage areas at the appropriate temperatures for the specific products being stored?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>								
	<p><b>Auditor Comments:</b> Yes. The storage areas temperatures were set to safely store the product.</p>									

GMP		Operational Practices										
2.19.01	<p><b>Question:</b> Does the process flow, facility layout, worker control, utensil control, internal vehicle use, etc. ensure that finished (processed) products are not contaminated by raw (unprocessed) products?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. The process flow and layout are proper and prevent cross contamination.</p>											
2.19.02	<p><b>Question:</b> Are all exposed materials (product, packaging etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. Materials were protected from overhead contamination.</p>											
2.19.03	<p><b>Question:</b> Are packing and/or processing areas completely enclosed?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 0  <b>Score:</b> Non-Compliance</p>										
	<p><b>Auditor Comments:</b> No. The area is not fully enclosed.</p>											
<table border="1" style="width: 100%;"> <tr> <td colspan="3"><b>Auditee Comments:</b> The facility will review this in the off season.</td> </tr> <tr> <td style="width: 60%;"></td> <td style="width: 10%; text-align: center;"><b>CA Accepted?</b></td> <td style="width: 30%;"></td> </tr> <tr> <td><b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.</td> <td style="text-align: center;"><b>No</b></td> <td> <p><b>Possible Points:</b> 15  <b>Points Scored:</b> 0</p> </td> </tr> </table>				<b>Auditee Comments:</b> The facility will review this in the off season.				<b>CA Accepted?</b>		<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 0</p>
<b>Auditee Comments:</b> The facility will review this in the off season.												
	<b>CA Accepted?</b>											
<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 0</p>										
2.19.04	<p><b>Question:</b> Are production areas clean and well maintained; especially lights, floor areas by the wall and equipment, and other hard to reach areas?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. The product area was clean and well maintained; especially lights, floor areas by the wall and equipment, and other hard to reach areas.</p>											
2.19.05	<p><b>Question:</b> Is all re-work/re-packaging handled correctly?</p>	<p><b>Possible Points:</b> 0  <b>Points Scored:</b> 0  <b>Score:</b> N/A</p>										
	<p><b>Auditor Comments:</b> N/A - No re-work / re-packaging.</p>											
2.19.06	<p><b>Question:</b> Are raw ingredients examined before use?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. The ingredients are inspected prior to use.</p>											
2.19.07	<p><b>Question:</b> Are finished products coded (carton and unit packaging) for the day of production and displaying information to enable proper storage and use of the product within the food supply chain?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. The bags are coded with the pack date and lot number to enable proper storage and use of the product within the food supply chain.</p>											
2.19.08	<p><b>Question:</b> Are foreign material control methods (e.g. metal detectors, metal traps, visual inspection, etc.) in place? Are these systems regularly tested (where relevant) to ensure proper operation?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. Visual inspections for foreign debris are in place and are tested regularly.</p>											
2.19.09	<p><b>Question:</b> Does the facility use the appropriate test strips, test kits or test probes for verifying the concentrations of anti-microbial chemicals (product washing water, terminal sanitizers, dip stations, etc) being used and are they in operational condition?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>										
	<p><b>Auditor Comments:</b> Yes. Buffers were in place for the pH testing along with PAA. The buffers and strips were within in operational condition.</p>											

2.19.10	<b>Question:</b> Are hand washing stations adequate in number, appropriate in location, in working order, have warm water and adequately stocked (e.g. disposable towels, soap, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Three hand washing stations were adequate and properly stocked. The hand washing sinks were located by the entrance to the production area.	
2.19.11	<b>Question:</b> Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, soap, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There were the appropriate number of restrooms and the restrooms were properly stocked. There were 8 restrooms for 54 employees.	
2.19.12	<b>Question:</b> Are secondary hand sanitation stations e.g. hand dip, gel or spray stations adequate in number and location? Are the stations maintained properly?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Secondary gel hand stations were available. They were adequate in number and location.	
2.19.13	<b>Question:</b> Are foot dip stations adequate in number and location? Are the stations maintained properly?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - These are not used.	
2.19.14	<b>Question:</b> Are single services containers used for their intended purpose only so that potential cross contamination is prevented?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes.	
2.19.15	<b>Question:</b> Are re-usable containers clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice, etc.) such that cross contamination is prevented?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Re-usable containers are properly labeled such that cross contamination is prevented.	
2.19.16	<b>Question:</b> Are food safety measuring devices working properly?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The scales, pH/ORP meters and thermometers were working properly.	
<b>GMP</b>	<b>Worker Practices</b>	
2.20.01	<b>Question:</b> Are workers washing and sanitizing their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Employees are required to wash and sanitize their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated. Employees were observed washing their hands prior to work by the auditor.	
2.20.02	<b>Question:</b> Are workers' fingernails clean, short and free of nail polish?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Fingernails were observed to be clean, free of polish and short. No false nails were observed.	

2.20.03	<b>Question:</b> Is there no sign of any workers with boils, sores, open wounds or exhibiting signs of foodborne illness working in direct and indirect food contact?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Company policy excludes any employee with boils, sores, open wounds or exhibiting signs of foodborne illness from direct or indirect food contact or packaging.	
2.20.04	<b>Question:</b> Are workers wearing effective hair restraints?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Hair restraints are required.	
2.20.05	<b>Question:</b> Is jewelry confined to a plain wedding band?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Jewelry is confined to a plain single wedding band.	
2.20.06	<b>Question:</b> Are all workers wearing outer garments suitable for the operation (e.g. smocks, aprons, sleeves, non-latex gloves)	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The employee outer garments were suitable for the operations.	
2.20.07	<b>Question:</b> Do workers remove protective outer garments e.g. smocks, aprons, sleeves and gloves when on break and before using the toilets and when going home at the end of their shift?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The workers were observed disposing the disposable PPE (glove) and placing the re-wearable items (aprons) on the rack provided.	
2.20.08	<b>Question:</b> Is there a designated area for workers to leave protective outer garments e.g. smocks, aprons, sleeves and gloves when on break and before using the toilets?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company provided racks for the employees to leave their protective outer garments (aprons) when on break and before using the toilets	
2.20.09	<b>Question:</b> Workers personal items are not being stored in the production and material storage areas?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Personal items were not observed in the production and material storage areas.	
2.20.10	<b>Question:</b> Is smoking, eating, chewing and drinking confined to designated areas?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Smoking, eating, chewing and drinking were confined to a designated area.	
2.20.11	<b>Question:</b> Are all items removed from shirt or blouse top pockets?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. No items were observed in top pockets.	
2.20.12	<b>Question:</b> Is there a first aid kit(s) readily available in the facility and adequately stocked?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There was a first aid kit kept in the office was stocked with the standard supplies, including blue metal detectable band aids.	

2.21.01	<b>Question:</b> Are food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The food contact equipment surfaces were free of flaking paint, corrosion, rust and other unhygienic materials.	
2.21.02	<b>Question:</b> Are non-food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The non-food contact equipment surfaces were free of flaking paint, corrosion, rust and other unhygienic materials.	
2.21.03	<b>Question:</b> Does equipment design and condition (e.g. smooth surfaces, smooth weld seams, non-toxic materials, no wood) facilitate effective cleaning and maintenance?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The equipment was properly designed and well maintained to facilitate effective cleaning and maintenance.	
2.21.04	<b>Question:</b> Are thermometers (independent of thermostat probes) present in all coolers and freezers?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Plastic thermometers were present in the coolers.	
2.21.05	<b>Question:</b> Are all thermometers non-glass and non-mercury?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The thermometers were plastic and non-mercury.	
<b>GMP</b> Equipment Cleaning		
2.22.01	<b>Question:</b> Are food contact equipment surfaces clean?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Food contact surfaces were clean.	
2.22.02	<b>Question:</b> Are non-food contact equipment surfaces clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Non-food contact surfaces were clean.	
2.22.03	<b>Question:</b> Are items (barrels, bins, etc.) that are used to hold or store product clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The boxes used to hold product were clean.	
2.22.04	<b>Question:</b> During cleaning are foods and packaging protected from contamination?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Food and packaging are protected during cleaning to prevent contamination.	
2.22.05	<b>Question:</b> Are cooling units including coils in coolers and freezers clean and free of aged, dirty ice?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The cooling units and coils were clean and free of aged, dirty ice.	

2.22.06	<b>Question:</b> Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes.	
2.22.07	<b>Question:</b> Is stored equipment that is not used on a daily basis stored in a clean condition with food-contact surfaces protected and/or are they retained on cleaning schedules in some manner, even though they are not in use?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Equipment not in use is stored in a clean condition with food-contact surfaces protected and/or are they retained on cleaning schedules.	
2.22.08	<b>Question:</b> Are all utensils, hoses, and other items not being used stored clean and in a manner to prevent contamination?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Stored items were clean and stored in a manner to prevent contamination.	
2.22.09	<b>Question:</b> Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Maintenance tools were clean, sanitary and corrosion free.	
2.22.10	<b>Question:</b> Are excess lubricants and grease removed from the equipment?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Excess lubricants and grease are removed from the equipment.	
<b>GMP</b>	<b>General Cleaning</b>	
2.23.01	<b>Question:</b> Are spills cleaned up immediately?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Spills are cleaned up immediately. No spills were observed during the audit.	
2.23.02	<b>Question:</b> Are waste and garbage frequently removed from packing and storage areas?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Waste is removed from the facility through out the shift and at the end of each shift.	
2.23.03	<b>Question:</b> Do floor drains flow in a manner that prevents contamination (e.g. from high to low risk areas, from high risk directly to drain system), are they covered, appear clean, free from odors and well maintained?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - no drains	
2.23.04	<b>Question:</b> Do high level areas including overhead pipes, ducts, fans, etc. appear clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. High level areas were clean and did not pose any food safety risks.	
2.23.05	<b>Question:</b> Are plastic strip curtains maintained in a good condition, kept clean and mounted so that the tips are not touching the floor?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No plastic strip curtains.	

2.23.06	<b>Question:</b> Is safety equipment for the sanitation crew adequate, in good condition and stored to prevent cross contamination to raw products, work in progress, ingredients, finished goods or packaging?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The safety equipment was stored in a closet. The safety equipment included standard mops, brooms and brushes. Color coding is in use.	
2.23.07	<b>Question:</b> Is cleaning equipment available and stored properly?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Cleaning equipment is available and stored in secured locations when not in use.	
2.23.08	<b>Question:</b> Is cleaning equipment identified in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Color coding is used to identify cleaning equipment in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment.	
2.23.09	<b>Question:</b> Are all items used for sanitation appropriate for their designated purpose (e.g. no steel wool, metal bristles, etc.)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. All items used for sanitation were appropriate for their designated purpose. The cleaning equipment included a pressure washer to wash the production area and brooms to sweep the floors.	
2.23.10	<b>Question:</b> Are toilet facilities and hand-wash stations clean?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The toilets and hand washing stations were clean and well stocked.	
2.23.11	<b>Question:</b> Are worker break facilities clean, including microwaves and refrigerators? No rotting or out of date foodstuffs?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The employee break area was clean. No rotting or out of date foodstuffs were observed.	
2.23.12	<b>Question:</b> Is the maintenance shop organized - i.e. equipment and spares stored in a neat and tidy fashion?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The maintenance shop was well organized.	
2.23.13	<b>Question:</b> Are internal transport vehicles (e.g. forklifts, bobcats, pallet jacks, trolleys, floor cleaners, etc.), clean, do not emit toxic fumes and being used in a sanitary manner?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The internal transport vehicles were electric and did not emit toxic fumes.	
2.23.14	<b>Question:</b> Are shipping trucks clean and in good condition?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The condition of the shipping trucks are noted on the Bill of Lading. The trucks are inspected for cleanliness and condition.	
<b>GMP</b>	<b>Buildings and Grounds</b>	
2.24.01	<b>Question:</b> Are all lights in the facility that could potentially contaminate raw materials, work in progress, ingredients (including ice), finished goods, equipment or packaging shielded to protect product from contamination in the event of breakage?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The lighting throughout the facility was protected to prevent contamination in the event of a breakage.	

2.24.02	<p><b>Question:</b> Has the facility eliminated or controlled any potential metal, glass or plastic contamination issues?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>				
	<p><b>Auditor Comments:</b> Yes. The facility has implemented a brittle plastic and glass registry. Monthly inspections are conducted. Any irregularities are reported on a NUOCA log.</p>					
2.24.03	<p><b>Question:</b> Has the facility eliminated the use of wooden items or surfaces?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>				
	<p><b>Auditor Comments:</b> Yes.</p>					
2.24.04	<p><b>Question:</b> Is there adequate lighting in the packing and storage areas?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>				
	<p><b>Auditor Comments:</b> Yes. The facility had adequate lighting in the packing and storage areas.</p>					
2.24.05	<p><b>Question:</b> Is ventilation adequate to control dust, condensation, odors and vapors?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>				
	<p><b>Auditor Comments:</b> Yes. The ventilation is adequate to control dust, condensation, odors and vapors.</p>					
2.24.06	<p><b>Question:</b> Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 7  <b>Score:</b> Minor Deficiency</p>				
	<p><b>Auditor Comments:</b> There were cracks in the floor in the production area.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Auditee Comments:</b> The facility will review this in the off season.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">CA Accepted?</th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td><b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.</td> <td style="text-align: center; vertical-align: middle;"><b>No</b></td> <td style="vertical-align: middle;"> <p><b>Possible Points:</b> 10  <b>Points Scored:</b> 7</p> </td> </tr> </tbody> </table> </div>		CA Accepted?		<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>
	CA Accepted?					
<b>CB/Auditor Review Comments:</b> The response will not correct the audit finding.	<b>No</b>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 7</p>				
2.24.07	<p><b>Question:</b> Are the floor drains where they are needed for drainage and cleanup?</p>	<p><b>Possible Points:</b> 0  <b>Points Scored:</b> 0  <b>Score:</b> N/A</p>				
	<p><b>Auditor Comments:</b> N/A - no drains.</p>					
2.24.08	<p><b>Question:</b> Are doors to the outside pest proof?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 3  <b>Score:</b> Minor Deficiency</p>				
	<p><b>Auditor Comments:</b> There was light showing under the overhead door from the cooler to the dock area.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Auditee Comments:</b> The overhead door from the cooler to the dock has been adjusted to completely seal at the floor level. Photos attached of before and after adjustments. <span style="float: right; border: 1px solid black; padding: 2px 5px;">View Files</span></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">CA Accepted?</th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td><b>CB/Auditor Review Comments:</b></td> <td style="text-align: center; vertical-align: middle;"><b>Yes</b></td> <td style="vertical-align: middle;"> <p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>New Score:</b> Total Compliance</p> </td> </tr> </tbody> </table> </div>		CA Accepted?		<b>CB/Auditor Review Comments:</b>	<b>Yes</b>
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<b>CB/Auditor Review Comments:</b>	<b>Yes</b>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>New Score:</b> Total Compliance</p>				



2.24.09	<b>Question:</b> Are dock doors fitted with buffers to seal against trucks?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No dock doors.	
2.24.10	<b>Question:</b> Are dock load levelers and shelters maintained in a good condition, pest proof and debris free?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No dock load levelers or shelters.	
2.24.11	<b>Question:</b> Are exterior walls free of holes to exclude pests? Are pipes, vents, air ducts designed and protected in order to prevent pest entry e.g. by using fine mesh?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No exterior walls.	
2.24.12	<b>Question:</b> Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The interior walls and ceilings were free of cracks and crevices to prevent pest harborage and allow proper sanitation.	
2.24.13	<b>Question:</b> Do false ceiling areas have adequate access to allow for inspection and cleaning?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No false ceilings.	
2.24.14	<b>Question:</b> Is an 18" (46cm) internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning ?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. An 18" internal wall perimeter was maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning.	
2.24.15	<b>Question:</b> Is the exterior area immediately outside the facility free of litter, weeds and standing water?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The exterior area was maintained; free of litter, weeds and standing water.	
2.24.16	<b>Question:</b> Are control measures being implemented for the storage of pallets, equipment, tires etc. (i.e. out of the mud, pipe ends capped, stacked to prevent pest harborage, away from building perimeter)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	<b>Auditor Comments:</b> Yes.	
2.24.17	<b>Question:</b> Are pallets inspected to separate and replace dirty or broken pallets?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. Pallets are inspected prior to use. If a defective pallet is found, the pallet is segregated until it can be repaired or discarded. No defected or dirty pallets are used.	
2.24.18	<b>Question:</b> Is the area around the dumpster/cull truck/trash area clean?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The area around the dumpster was clean.	

2.24.19	<b>Question:</b> Are outside garbage receptacles and dumpsters kept covered or closed?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The dumpster lid was closed.	
2.24.20	<b>Question:</b> Are all water lines protected against back siphonage?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. All water lines were protected with anti-siphonage devices.	
2.24.21	<b>Question:</b> Is the on-site laboratory (where appropriate) completely enclosed and separated from production and storage areas?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - There was no onsite laboratory.	

<b>GMP</b>	<b>Chemical Files</b>
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2.25.01	<b>Question:</b> Are copies of all Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. SDSs were on file for the chemicals checked during the audit including for CS-223, Equip Cleaner 101, and HDH Quat 108.	
2.25.02	<b>Question:</b> Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible e.g. rodent chemicals, product sanitizers?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Specimen labels are retained electronically. Labels were available for the chemicals checked during the audit.	
2.25.03	<b>Question:</b> Is there a chemical inventory and/or usage log?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company maintains a chemical inventory and usage log. The log is rectified monthly by the food safety specialist. The auditor verified the log for accuracy during the audit.	
2.25.04	<b>Question:</b> Are there specific Standard Operating Procedures (SOPs) for the changing and testing of water and ice systems e.g. washing flumes, hydrovacuums, hydrocoolers, ice making machines, ice injectors, etc.?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There is an SOP "Wash Water", revision 6 for water tank water changing.	

<b>GMP</b>	<b>Pest Control Documentation</b>
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2.26.01	<b>Question:</b> Is there a documented pest control program, including a copy of the contract with the extermination company (if used), Pest Control Operator license(s) (if baits are used) and insurance documents?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The pest control is performed by Ehrlich. The pest control operator licenses were on file.	
2.26.02	<b>Question:</b> Is there a schematic drawing of the plant showing numbered locations of all traps and bait stations, both inside and outside the plant?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The pest control company provides a trap map which is updated whenever a change is made. The map shows the locations of all traps and baited stations.	

2.26.03	<b>Question:</b> Are service reports created for pest control checks detailing inspection records, application records, and corrective actions of issues noted (in-house and/or contract)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company provides monthly service reports that detailed the pest control service for the month.	

<b>GMP</b>	<b>Operation Monitoring Records</b>
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2.27.01	<b>Question:</b> Does the facility have incoming goods (raw products, ingredients and packing materials) inspection data?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Incoming good are visually inspected upon arrival and documented on receiving field tickets. There is an orange sticker truck inspection form.	

2.27.02	<b>Question:</b> Are there inspection logs on incoming trailers for rodents and insects, cleanliness, holes and temperature control?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Incoming inspection logs are used to document inspections of the trailers' condition.	

2.27.03	<b>Question:</b> Are there records for the necessary process monitoring activities (e.g. pH, water temperature, metal detection, labeling, heating processes, etc.) showing the monitoring frequencies, results and where necessary the corrective actions?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Logs are retained for the temperature of the coolers. The logs include time, date and initials of the person recording the temperature.	

2.27.04	<b>Question:</b> Are there records (with corrective actions) that show anti-microbial (e.g. free chlorine, ORP, peracetic acid) strength testing of wash water and ice solutions prior to start up and throughout the production runs?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Production logs were in place for checking the strength testing of wash water.	

2.27.05	<b>Question:</b> Are there records (with corrective actions) that show anti-microbial strength testing of hand/foot/tool dip stations? Are there stock check and replenishment records for gel and spray stations?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, hand gel replenishment.	

2.27.06	<b>Question:</b> Is there a tool accountability program for knives and similar cutting hand tools used in the production area?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - not used or required.	

2.27.07	<b>Question:</b> Is there a daily pre-operation inspection log?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Daily pre-inspection logs are performed on pre-inspection log.	

2.27.08	<b>Question:</b> Has a documented risk assessment been performed to ensure that any food safety hazards relevant to facility location and adjacent land use are identified and controlled?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. A documented risk assessment was performed based on chemical, biological and physical hazards. No unusual risks were identified. The company follows the FDA food defense plan.	

2.27.09	<b>Question:</b> Is there a current certificate of inspection for backflow prevention assemblies on water lines into the facility?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. A backflow certificate was on file from The Certified Testing Company on 18 JAN 17.	

2.27.10	<b>Question:</b> Is there documented evidence of the internal audits performed to the audited operations, detailing findings and corrective actions?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company conducts internal audits in accordance with their schedule. The audits are documented and include information such as author's initials, audited operations, detailing findings and corrective actions. Monthly internal audits are conducted. Quarterly third party audits are also conducted.	

<b>GMP</b>	<b>Maintenance &amp; Sanitation Files</b>
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2.28.01	<b>Question:</b> Does the facility have a preventative maintenance program and a documented schedule?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company's facility preventative maintenance program is documented on a maintenance log.	

2.28.02	<b>Question:</b> Is there a log of maintenance work or repairs ordered and is it signed off on work completed?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Work orders are used for works and repairs. The supervisor signs off on the work order at the end of the task.	

2.28.03	<b>Question:</b> Are there logs showing that equipment is cleaned and sanitized after maintenance work has been completed?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The cleaning and sanitizing after maintenance work is documented on the work order.	

2.28.04	<b>Question:</b> Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The company has a Master Cleaning and Sanitation Schedule revision 4 in place based on a daily, weekly and monthly rotation during season.	

2.28.05	<b>Question:</b> Are there written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. SSOP outlines the cleaning procedures for the facility and all equipment and is included in the master food safety manual.	

2.28.06	<b>Question:</b> Are sanitation logs on file that show what cleaning was done, when and who carried out the cleaning?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Sanitation logs are in place that note what cleaning was done, when and who carried out the cleaning. The auditor reviewed the logs and found the logs to be up to date.	

2.28.07	<b>Question:</b> Are there documented procedures and completion records for clean-in-place (CIP) activities, where applicable (e.g. cleaning re-circulating water systems such as washing flumes, ice injectors, hydrocoolers, ice makers, etc.)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, CIP Cleaning SOP revision 6.	

2.28.08	<b>Question:</b> Is there a routine program and written procedure to validate sanitation effectiveness using rapid post sanitation checks, e.g., ATP measurements?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Rapid post sanitation checks using ATP are performed once per day, with < 30 a pass, and >30 requires a re-cleaning.	

2.28.09	<b>Question:</b> Is there a log indicating that floor drains are cleaned on a regular basis (minimum daily in wet and fresh-cut production areas)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> Na, Floor drains are cleaned daily during pre-operation inspections.	
2.28.10	<b>Question:</b> Are there records showing cooling units are serviced and cleaned at least every 12 months or more frequently as required?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The cooling units are cleaned and serviced annually by in-house technicians, last done on 1 SEPT 16.	
2.28.11	<b>Question:</b> Is there a documented glass management policy and procedure (including company glass policy, glass breakage procedure and where necessary glass register)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The SOP "Glass Breakage" outlines the glass management policy and procedures. Monthly inspections of glass and brittle plastic are performed and documented during the monthly internal GMP audits.	

<b>GMP</b>	<b>Worker Documentation</b>
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2.29.01	<b>Question:</b> Are there records of new worker food safety (GMP) orientation training (with topics covered and attendees) and are all workers required to sign the company's food safety hygiene and health policy?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance										
	<b>Auditor Comments:</b> Yes. The company conducts all hands on meetings that covers food safety training / refreshers covering GMP and GAP standards. Training is required for newly hired employees and annually thereafter. Training records included employee signatures, training topics and date of training.											
2.29.02	<b>Question:</b> Are there logs of ongoing worker food safety education training with topics covered and attendees?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance										
	<b>Auditor Comments:</b> Yes. The training sign in logs are retained for training documentation. The training logs include the topics covered. The trainings are conducted annually (pre-season) and refreshers as needed.											
2.29.03	<b>Question:</b> Is there a documented training program with training logs for the sanitation workers including best practices and chemical use details?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 3 <b>Score:</b> Minor Deficiency										
	<b>Auditor Comments:</b> The SSOP training records were not available.											
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	<b>Yes</b>											
<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>New Score:</b> Total Compliance												
2.29.04	<b>Question:</b> Are there written procedures in place that require food handlers to report any cuts or grazes and/or if they are suffering any illnesses that might be a contamination risk to the products being produced? (In the US, auditors can check procedure/policy but not actual records).	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance										
	<b>Auditor Comments:</b> Yes. Company policy calls for an employees to report any cuts or grazes and/or if they are suffering any illnesses to a supervisor immediately as outlined in the employee handbook.											

2.29.05	<b>Question:</b> Are there written sickness reporting and return to work procedures?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The written sickness reporting and return to work procedures are documented in the employee handbook.	
2.29.06	<b>Question:</b> Is there an worker non-compliance/disciplinary action procedure (verbal confirmation accepted)?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There are disciplinary procedures in place.	
2.29.07	<b>Question:</b> Are visitors and contractors required to sign a log stating that they will comply with the operation's personal hygiene and health policies?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Visitors and contractors must sign a log stating they will comply with company requirements.	

<b>GMP</b>	<b>Testing/Analyses Records</b>
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2.30.01	<b>Question:</b> Are there records of routine equipment microbiological testing?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Records of monthly equipment microbiological testing were available for review. Swabs and sponges are collected and tested . The samples are sent to a third party laboratory (Deibel Laboratories) for E.coli, Coliforms, and listeria using Petrifilm and AOAC methods. The last testing occurred on 2/22/17. The results were acceptable.	
2.30.02	<b>Question:</b> Are there records of routine environmental microbiological testing?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Records of monthly environmental microbiological testing were available for review. Swabs and sponges are collected and tested . The samples are sent to a third party laboratory (Deibel Laboratories) for E.coli, Coliforms, and listeria using Petrifilm and AOAC methods. The last testing occurred on 2/22/17. The results were acceptable.	
2.30.03	<b>Question:</b> Are there routine microbiological tests on water used in the facility (sampled from within the facility)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Routine microbiological testing of the city water used by the company is conducted annually by Test America Labs by method SM9223B for total coliform and e coli. The last testing was conducted on 1/31/17. Results were acceptable.	
2.30.04	<b>Question:</b> Are there routine microbiological tests on ice used in the facility (either produced in-house or purchased)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No ice used.	
2.30.05	<b>Question:</b> Are routine tests (e.g., microbiological, moisture, etc.) performed on compressed air that is used directly on food and food contact surfaces?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - no compressed air used on products or product contact surfaces.	

<b>GMP</b>	<b>Temperature Controlled Storage &amp; Distribution Logs</b>
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2.31.01	<b>Question:</b> Are there records of final product temperature checks for temperature sensitive product?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The temperature of the final products are recorded.	
2.31.02	<b>Question:</b> Are there temperature logs for the packing room (if refrigerated)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - The packing room is not refrigerated.	
2.31.03	<b>Question:</b> Are there temperature logs for storage rooms?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Temperature logs are retained for the storage area. The temperatures are also monitored electronically.	
2.31.04	<b>Question:</b> Are there records of shipping truck temperature checks, indicating that the truck was pre-cooled prior to loading?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The truck temperature is recorded on the shipping log.	
2.31.05	<b>Question:</b> Are there sanitary condition logs for shipping trucks (cleanliness, trailer condition, odor, etc.)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There are sanitation logs in place for the inspection of the shipping trucks. The logs were reviewed during the audit and found to be up to date.	

<b>GMP</b>	<b>Allergen Control</b>
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2.32.01	<b>Question:</b> There are no allergen risks handled or stored within production and storage areas?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> Yes
	<b>Auditor Comments:</b> Yes. No allergens handled at the facility.	
2.32.02	<b>Question:</b> Has a documented allergen management plan been developed?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	
2.32.03	<b>Question:</b> Are there adequate storage controls (separation, identification etc.) that ensure that allergens are not contaminating other materials?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	
2.32.04	<b>Question:</b> Is there a dedicated production line or adequate clean down and production procedures that prevent allergen cross contamination?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	
2.32.05	<b>Question:</b> Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	

2.32.06	<b>Question:</b> Does re-work handling take into account the issues associated with allergen containing products?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	
2.32.07	<b>Question:</b> Are workers trained with respect to allergen risks and the facility allergen cross contamination controls (including hand washing between production runs) and are there records of this allergen training?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	
2.32.08	<b>Question:</b> Are all products manufactured on site, labeled correctly with respect to allergens?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A - No allergens handled at the facility.	

<b>HACCP</b>	<b>Preliminary Steps</b>
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3.01.01	<b>Question:</b> Is there a team responsible for the HACCP program at the operation, with a leader assigned and if applicable, for the development, implementation and on-going maintenance of the HACCP system?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The HACCP team consists of 6 cross-trained members. The HACCP team is not the same as the food safety team. The HACCP team is responsible for the development, implementation and on-going maintenance of the HACCP system.	
3.01.02	<b>Question:</b> Is there documented evidence that the HACCP team members have being trained on HACCP principles?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The HACCP team leader, John Marshall, was third party trained by the HACCP Alliance on 19 SEPT 16 and he trained the other HACCP team members. Records were on file for the internal HACCP training.	
3.01.03	<b>Question:</b> Does a product description exist for the products produced?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The product descriptions (citrus) are based on the USDA grades.	
3.01.04	<b>Question:</b> Has the process(es) been flow charted in sufficient detail to completely describe the process or product handling/processing steps and has the flow chart(s) been verified?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. A flow chart details the receiving, storing and shipping of the products. the flow chart is verified annually during the HACCP review on 2016-11-11.	

<b>HACCP</b>	<b>Development of the HACCP Plan</b>
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3.02.01	<b>Question:</b> Has a documented hazard analysis for the process been conducted, showing the various types of hazard, their likelihood of occurrence and their associated severity? A ZERO POINT (NON-COMPLIANCE) DOWNSCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	<b>Auditor Comments:</b> Yes. The company conducted a hazard analysis based on the chemical, physical and biological hazards associated with the operation based on the likelihood and severity.	
3.02.02	<b>Question:</b> Have CCPs been developed? If answer is YES, continue with next question. If answer is NO, the rest of "Module 3 HACCP" is not applicable. If the auditor detects that one or more CCPs have been omitted, then the auditor should score down a Zero Point, Non-Compliance under 3.02.01. If the auditor thinks that CCPs have been added that should be omitted, then the auditor should note the issue under 3.02.03.	Possible Points: 0 Points Scored: 0 Score: Yes
	<b>Auditor Comments:</b> Yes. The risk assessment determined that there was one CCP for water chemistry.	



3.02.03	<b>Question:</b> Have CCP decisions been made with documented justification and where CCPs are noted have they been developed to control the hazards identified in the hazard analysis step?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. the water pH and free chlorine are CCPs, with ORP and water temperature CPs.	
3.02.04	<b>Question:</b> Have CCP critical control limits been established with the support of relevant sources of information or by validation documentation?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The ANR document from UC Davis was used.	
3.02.05	<b>Question:</b> Have monitoring requirements and frequencies been determined for the CCPs?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, start up and hourly by a JBT Tech. In line real time monitoring is also employed. Free chlorine range of 15-150, with target range of 50-60, pH 6.0-7.5, and CP of ORP 650-950.	
3.02.06	<b>Question:</b> Have specific responsibilities been assigned for the monitoring, recording and corrective action management of each CCP?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b>	
3.02.07	<b>Question:</b> Have standard operating procedures (SOPs) been created for the monitoring process of the CCPs, which would include how to carry out the monitoring activities?.	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, hourly checks by JBT along with real time alarm systems.	
3.02.08	<b>Question:</b> Have Corrective Action procedures for the CCPs been established, including a detailed action plan for operators to follow if the limits are not met and plans to adjust the process back into control?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Stop, reset, and re-run from last passed test.	
3.02.09	<b>Question:</b> Have recording templates (recording forms) been developed for monitoring the CCPs?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. There is a form used.	
3.02.10	<b>Question:</b> Have verification plans and schedules been developed for each CCP?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, daily check by supervisors.	
3.02.11	<b>Question:</b> Are changes in the process, equipment, ingredients etc., causing timely reviews of HACCP systems, including hazard analysis, CCP decisions, CCP records and staff training?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, all require HACCP team approval prior to implementation.	
3.02.12	<b>Question:</b> Is there evidence recorded for HACCP training to all plant workers, including training for CCP operators?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. Training records were available.	

<b>HACCP</b>	<b>Execution of the HACCP plan on the Plant Floor</b>
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3.03.01	<b>Question:</b> Are all of the documents noted in the HACCP plan in place for real time monitoring of the CCPs?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes. The recording form was at the testing station.	
3.03.02	<b>Question:</b> Are the CCP monitoring activities and frequencies in compliance with the plan?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, the records showed the frequency was as required by the HACCP plan.	
3.03.03	<b>Question:</b> Do CCP operators understand basic HACCP principles and their role in monitoring CCPs? (Interview operators to verify).	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, the JBT Tech was quite knowledgeable.	
3.03.04	<b>Question:</b> Are CCP monitoring records signed off (or initialed) by the operator(s) who are carrying out and recording the CCP check?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, signed or initialed.	
3.03.05	<b>Question:</b> Are corrective actions detailed in writing when the failure of a CCP occurs?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No CCP failures had occurred this season.	
3.03.06	<b>Question:</b> Are the CCP records reviewed and signed off daily by the quality control supervisor and/or management?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Yes, daily review and sign off.	
3.03.07	<b>Question:</b> Is any other CCP verification performed (apart from daily record verification) according to the HACCP Plan?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A - No other CCP verifications are required by the plan.	