



Supplier Audit Checklist

conducted for

Handycare

Location

17825 Hanover Rd, Fountain, CO 80817, USA

Conducted on

21 Nov 2018 10:31 AM

Prepared by

Shane Westley

Completed on




21 Nov 2018 01:01 PM

Score

50/58.0 - 86.21%

Failed Responses

This section lists responses that were set as "failed responses" in the template used for this audit

Question	Response	Details
Personnel Practices	Non-Compliant	Some workers do not use hand gloves or masks
 Appendix 1  Appendix 2		
Environmental Monitoring	Non-Compliant	Food coloring affecting bodies of water near the factory. This should be taken seriously.
 Appendix 4		

Actions

#1. Your workers should have gloves to prevent any contamination.

Assignee: Manufacturing@handycare.com
Priority: HIGH
Due Date: 21 Nov 2018 12:44 PM
Audit: Handycare / 21 Nov 2018 / Shane Westley
Linked to item: Personnel Practices
Status: To Do



#2. Please always make sure that products should be ready at least an hour before delivery. Kindly calibrate your team with this.



Assignee: deliveryteam@handycare.com
Priority: HIGH
Due Date: 21 Nov 2018 12:39 PM
Audit: Handycare / 21 Nov 2018 / Shane Westley
Linked to item: Handling, Storage & Delivery
Status: To Do


#3. Please at this.

Assignee: management@handycare.com
Priority: HIGH
Due Date: 21 Nov 2018 12:56 PM
Audit: Handycare / 21 Nov 2018 / Shane Westley
Linked to item: Environmental Monitoring
Status: To Do

Audit - 50/58 86.21%

Question	Response	Details
Management Responsibility		Score (2/2) 100.00%
Management Commitment and Review	Compliant	
Fundamentals		Score (20/26) 76.92%
Infrastructure	Compliant	
Sanitation	Partially Compliant	Referencing this to the personnel practices
Pest Control	Compliant	Good job on this part!
Chemical Control	Compliant	
Personnel Practices	Non-Compliant	Some workers do not use hand gloves or masks
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Appendix 1</p> </div> <div style="text-align: center;">  <p>Appendix 2</p> </div> </div>		
Training & Education	Partially Compliant	There were no records of an updated training program conducted for employee's awareness of food safety and HACCP.
Handling, Storage & Delivery	Partially Compliant	Last week, delivery of goods came in late by 30 minutes.
Vendor Approval	Compliant	
Control of Materials	Compliant	
Traceability and Crisis Management	Compliant	
Calibration, Measuring and Test Equipment	Compliant	
Food Security	Compliant	

Question	Response	Details
Maintenance	Partially Compliant	Some machines are already worn out. Please have them fixed or replaced.
 <p>Appendix 3</p>		
Food Safety and HACCP Systems		Score (8/10) 80.00%
HACCP Testing	Compliant	
Microbiological Testing	Compliant	
Environmental Monitoring	Non-Compliant	Food coloring affecting bodies of water near the factory. This should be taken seriously.
 <p>Appendix 4</p>		
Food Allergens & Chemical Sensitivities	Compliant	
Foreign Material Control	Compliant	
Manufacturing Quality Systems		Score (16/16) 100.00%
Conformance to Customer Specifications	Compliant	
Good Laboratory Practices	Compliant	
Process Control	Compliant	
Document Control & Record Keeping	Compliant	
Continuing Guarantee	Compliant	
Corrective & Preventive Action	Compliant	
Continuous Improvement	Compliant	
Customer Service	Compliant	

Question		Response	Details
Regulatory Consideration			Score (4/4) 100.00%
Labelling Approval		Compliant	
Regulatory Compliance		Compliant	
Completion			
Recommendations		Kindly conduct training to all employees about sanitation and best manufacturing practices.	
Full Name and Signature of Inspector	Shane Westley		

Media



Appendix 1



Appendix 2



Appendix 3



Appendix 4