



Big Foods Corporation / Michael Atkins / 10 Aug 2019

Allergen Checklist

Complete





Inspection score	Failed items	Created actions
84.00%	4	4
Company Name Big Foods Corporation		
Conducted on 📅 10th Aug, 2019 ⌚ 2:01 PM +08		
Conducted by Michael Atkins		
Company address El Paso, TX 79938, USA		

Inspection / General Points

<p>Do those working with food production receive regular allergen training?</p>	<p>No</p>
<p>– Notes</p> <p>Upon reviewing the records, last allergen training for staff was last year. Numerous of changes in production procedures were made but no training has been conducted.</p> <p>– Actions</p> <hr/> <p>To Do Plan allergen control training for staff</p>	
<p>Are there procedures in place on how recipe changes are to be handled in production including information to production staff?</p>	<p>No</p>
<p>– Notes</p> <p>HACCP programs may need to be reviewed, changes to product numbers for raw materials, intermediate goods and finished product may be needed, new packaging should be used, etc</p> <p>– Actions</p> <hr/> <p>To Do Do a review</p>	

Inspection / Production, premises and equipment

<p>Do production staff carry out a continuous review of possible situations for cross-contamination between products or production lines?</p>	<p>No</p>
<p>– Notes</p> <p>There is confusion among records regarding which personnel have the responsibility and authority to do so. Records show different personnel from different positions conducting the review</p> <p>– Actions</p> <hr/> <p>To Do Set one or two personnel responsible</p>	
<p>Are there procedures in place for the use of rework (internally recycled product)?</p>	<p>No</p>
<p>– Notes</p> <ul style="list-style-type: none">- It is important that rework ends up in the right product and does not contaminate other products.- Product containing an allergen should only be used in products where that allergen is already present. How and when rework may be used should be documented.- Rework must be correctly labelled for proper identification and handling. <p>– Actions</p> <hr/> <p>To Do Review and plan out solutions</p>	

<p>SafetyCulture Staff created a High priority action</p> <p>To Do  12th Aug, 2019 8:00 AM +08</p> <p>Review and plan out solutions Set up meeting with respective managers and personnel responsible</p>
<p>Inspection / Production, premises and equipment</p> <p>Are there procedures in place for the use of rework (internally recycled product)?</p>
<p>SafetyCulture Staff created a Medium priority action</p> <p>To Do  11th Aug, 2019 8:00 AM +08</p> <p>Set one or two personnel responsible</p>
<p>Inspection / Production, premises and equipment</p> <p>Do production staff carry out a continuous review of possible situations for cross-contamination between products or production lines?</p>
<p>SafetyCulture Staff created a Medium priority action</p> <p>To Do  11th Aug, 2019 8:00 AM +08</p> <p>Plan allergen control training for staff</p>
<p>Inspection / General Points</p> <p>Do those working with food production receive regular allergen training?</p>
<p>SafetyCulture Staff created a Medium priority action</p> <p>To Do  13th Aug, 2019 8:00 AM +08</p> <p>Do a review HACCP programs, changes to product numbers for raw materials, intermediate goods and finished products and new packaging</p>
<p>Inspection / General Points</p> <p>Are there procedures in place on how recipe changes are to be handled in production including information to production staff?</p>

Inspection


4 Failed 4 Actions 84.00%

General Points

2 Failed 2 Actions

<p>Are HACCP programs in place covering allergen risks in the total production chain – from receiving and storage of raw materials to finished product?</p>	<p>Yes</p>
<p>Do those working with food production receive regular allergen training?</p>	<p>No</p>
<p>– Notes Upon reviewing the records, last allergen training for staff was last year. Numerous of changes in production procedures were made but no training has been conducted.</p> <p>– Actions</p> <hr/> <p>To Do Plan allergen control training for staff</p>	
<p>Are there procedures in place on how recipe changes are to be handled in production including information to production staff?</p>	<p>No</p>
<p>– Notes HACCP programs may need to be reviewed, changes to product numbers for raw materials, intermediate goods and finished product may be needed, new packaging should be used, etc</p> <p>– Actions</p> <hr/> <p>To Do Do a review</p>	
<p>Are there procedures in place to ensure that prior approval by the responsible persons within the company is needed before changes are made to suppliers of raw materials, processing aids, etc?</p>	<p>Yes</p>
<p>Are employees encouraged to immediately report suspected contamination, incorrect labeling, etc., and are there procedures in place?</p>	<p>Yes</p>
<p>Are regular internal audits conducted to ensure compliance with the general requirements for control of allergens?</p>	<p>Yes</p>

Raw materials: Receiving, storage, weighing

Is the risk for allergen contamination considered prior to purchasing and receiving new raw materials?	Yes
Are there procedures in place at reception of raw materials, ingredients and intermediate goods to verify that the correct material has been delivered?	Yes
Are allergenic raw materials, ingredients and intermediate goods kept separate from each other and from other foods so the risk of contamination is minimized?	Yes
<p>– Notes</p> <p>Good job for keeping separate areas for storage and weighing of allergenic raw materials and for putting up labels.</p> <p>– Photos</p>  <p>Photo 1</p>	

Production, premises and equipment

2 Failed 2 Actions

Are instructions on how to prevent contamination clearly presented or readily available in the production area?	Yes
Are premises, equipment, and work tools designed so that they are easy to clean and that contamination between products and production lines is minimized?	Yes
Do maintenance personnel have knowledge about hygiene design to minimize the risk of contamination, e.g., through proper design of piping, elbows and bends, pumps, etc.?	Yes
Are schedules for maintenance of the premises and equipment in place?	Yes
Are there hygiene rules for all personnel, covering, e.g., clothing, hand-washing and hand contact with foods?	Yes


Are there procedures in place to ensure that the correct raw materials are always used?	Yes
Are there procedures in place to ensure that the correct recipe is always used?	Yes
Are there clear procedures in place for production sequencing and how this is determined?	Yes
Are there procedures in place to ensure that the packaging material used is correct for the product?	Yes
Do production staff carry out a continuous review of possible situations for cross-contamination between products or production lines?	No
<p>– Notes</p> <p>There is confusion among records regarding which personnel have the responsibility and authority to do so. Records show different personnel from different positions conducting the review</p> <p>– Actions</p> <hr/> <p>To Do Set one or two personnel responsible</p>	
Are there procedures in place for the use of rework (internally recycled product)?	No
<p>– Notes</p> <ul style="list-style-type: none"> - It is important that rework ends up in the right product and does not contaminate other products. - Product containing an allergen should only be used in products where that allergen is already present. How and when rework may be used should be documented. - Rework must be correctly labelled for proper identification and handling. <p>– Actions</p> <hr/> <p>To Do Review and plan out solutions</p>	
Is there a procedure in place for traceability of rework used in the finished product?	Yes
Are there procedures in place for handling products that do not fulfill specifications?	Yes

Cleaning and controls

Are there clear instructions in place for the cleaning of premises, equipment and work tools?	Yes
Are there clear instructions for the cleaning required between production of different products on the same production line?	Yes
Are there procedures for, when relevant, testing a food after manufacturing, in order to confirm that no unintentional exposure to allergen has occurred?	Yes

Completion

Name & Signature of Assigned Personnel

	Michael Atkins 12th Aug, 2019 12:28 AM +08
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Photos

1 Photos



Photo 1