

FINAL AUDIT REPORT


CB Registration No.PA-PGFS-2482-3
PrimusGFS ID #311274 - Cert:12
Audited by Primus Auditing Operations

PrimusGFS Version 3.2

Ver en Español

Operation Type:Packinghouse
Audit Report Summary

Organization:	Nickey Gregory Company, Inc. Contact(s): Brenda Zettlemoyer Vicki Gilbert Address: 16 Forest Pkwy Bldg M30297-2001 Location: Forest Park, Georgia, United States Phone Number: 4043667410
Operation:	Nickey Gregory Company, Inc. Contact(s): Vicki Gilbert Location: 16 Forest PkwyBldg MForest Park, Georgia 30297-2001, United States
Shipper:	Nickey Gregory Company LLC
Operation Type:	Packinghouse
Audit Type:	Announced Audit
Audit Executive Summary:	The scope of this audit includes a review of the food safety documentation as well as a review of the company's packing and cold storage and distribution operation. This organization stores, distributes full cases/pallets of produce, and also re-packs conventional whole fruits and vegetables per customer specifications. This facility is in operation from year-round. Allergens (eggs, peanuts, soy and tree nuts) are stored at the facility. There were approximately 60 employees working on the day of the audit. The washing of whole tomatoes was not observed, the tomato washing line has not been in operation for greater than one year, and there were no associated records to review.
Date Documentation Review Started:	01 Dec 2023 10:30
Date Documentation Review Finished:	01 Dec 2023 13:45
Total Amount of Time on the Documentation Review:	3.25 Hours
Date Visual Inspection Started:	01 Dec 2023 08:30
Date Visual Inspection Finished:	01 Dec 2023 10:30
Total Amount of Time on Visual Inspection:	2.00 Hours
Addendum(s) included in the audit:	Not Applicable
Product(s) observed during audit:	Spinach, Lettuce, Bananas, Broccoli, Celery, Cabbage, Fruits, Peaches, Tomatoes, Bell Peppers, Cucumbers, Squash, Kale, Cauliflower, Parsley, Cilantro, Endive, Radish, Anise, Apples, Asparagus, Avocados, Bok Choy, Carrots, Beans, Chard, Cherries, Peas, Figs, Garlic, Grapefruit, Onions, Jicama, Kiwi Fruit, Lemons, Mangoes, Melons, Mushrooms, Turnips, Cabbage Napa / Celery Cabbage, Okra, Oranges, Papayas, Pears, Pineapples, Plums, Pomegranate, Pumpkins, Vegetables, Table Grapes, Greens, Chili Pepper, Microgreens, Berries, Clementines, Parsnips, Plantains, Ginger, Yams, Sweet Corn, Shallots, Gourds, Chili Pepper Dried, Roots, Jerusalem Artichoke, Globe Artichokes, Zucchini (Courgette), Limes, Brussels Sprouts, Culinary Herbs, Broccoli Rabe/Rapinni, Eggplant / Aubergine, Beets / Beetroot, Arugula/Rocket, Potatoes, Tangerines
Similar product(s)/process(es) not observed:	None
Product(s) applied for but not observed:	None
Auditor:	Carla Frias (Primus Auditing Operations)
Preliminary Audit Score:	98%
Final Audit Score:	100%
Certificate Valid From:	04 Jan 2024 To 03 Jan 2025

GPS Coordinates:	Latitude	Longitude	 Click here to see map
	33° 37' 22"	84° 23' 19"	

FSMA Summary Report

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[Corrective Action Activity](#)

Information related to the audited operation

Total number of workers for the operation:	60	Maximum worker number during peak season:	60
Number of lines in normal production:	1	Number of lines running during the audit:	1
Facility Size:	100000 Square feet	Facility Environment Conditions:	Wet- High Humidity Storage
Allergens:	Yes	Allergen type(s):	Tree Nuts, Egg, Peanut, Soy
Temperature Controlled Storage:	Yes	Was an anti-microbial used in the water/ice?	NA
Water Source:	Municipal/District	Antimicrobial Used:	
Is cooling equipment used?	Yes	Cooling Equipment:	Top-Icing
Are production areas completely enclosed?	Yes	Production Area:	
Are storage areas completely enclosed?	Yes	Storage Areas:	

Product information for each product

Product Group/Product Name	Observed Product	Seasonality	Country of destination for product
Anise	Observed on the day of audit	Year round	United States
Apples	Observed on the day of audit	Year round	United States
Arugula/Rocket	Observed on the day of audit	Year round	United States
Asparagus	Observed on the day of audit	Year round	United States
Avocados	Observed on the day of audit	Year round	United States
Bananas	Observed on the day of audit	Year round	United States
Beans	Observed on the day of audit	Year round	United States
Beets / Beetroot	Observed on the day of audit	Year round	United States
Bell Peppers	Observed on the day of audit	Year round	United States
Berries	Observed on the day of audit	Year round	United States
Bok Choy	Observed on the day of audit	Year round	United States
Broccoli	Observed on the day of audit	Year round	United States

Broccoli Rabe/Rapinni	Observed on the day of audit	Year round	United States
Brussels Sprouts	Observed on the day of audit	Year round	United States
Cabbage	Observed on the day of audit	Year round	United States
Cabbage, Napa / Celery Cabbage	Observed on the day of audit	Year round	United States
Carrots	Observed on the day of audit	Year round	United States
Cauliflower	Observed on the day of audit	Year round	United States
Celery	Observed on the day of audit	Year round	United States
Chard	Observed on the day of audit	Year round	United States
Cherries	Observed on the day of audit	Year round	United States
Chili Pepper	Observed on the day of audit	Year round	United States
Chili Pepper, Dried	Observed on the day of audit	Year round	United States
Cilantro	Observed on the day of audit	Year round	United States
Clementines	Observed on the day of audit	Year round	United States
Cucumbers	Observed on the day of audit	Year round	United States
Culinary Herbs	Observed on the day of audit	Year round	United States
Eggplant / Aubergine	Observed on the day of audit	Year round	United States
Endive	Observed on the day of audit	Year round	United States
Figs	Observed on the day of audit	Year round	United States
Fruits	Observed on the day of audit	Year round	United States
Garlic	Observed on the day of audit	Year round	United States
Ginger	Observed on the day of audit	Year round	United States
Globe Artichokes	Observed on the day of audit	Year round	United States
Gourds	Observed on the day of audit	Year round	United States
Grapefruit	Observed on the day of audit	Year round	United States
Greens	Observed on the day of audit	Year round	United States
Jerusalem Artichoke	Observed on the day of audit	Year round	United States
Jicama	Observed on the day of audit	Year round	United States
Kale	Observed on the day of audit	Year round	United States
Kiwi Fruit	Observed on the day of audit	Year round	United States
Lemons	Observed on the day of audit	Year round	United States
Lettuce	Observed on the day of audit	Year round	United States
Limes	Observed on the day of audit	Year round	United States
Mangoes	Observed on the day of audit	Year round	United States
Melons	Observed on the day of audit	Year round	United States
Microgreens	Observed on the day of audit	Year round	United States

Mushrooms	Observed on the day of audit	Year round	United States
Okra	Observed on the day of audit	Year round	United States
Onions	Observed on the day of audit	Year round	United States
Oranges	Observed on the day of audit	Year round	United States
Papayas	Observed on the day of audit	Year round	United States
Parsley	Observed on the day of audit	Year round	United States
Parsnips	Observed on the day of audit	Year round	United States
Peaches	Observed on the day of audit	Year round	United States
Pears	Observed on the day of audit	Year round	United States
Peas	Observed on the day of audit	Year round	United States
Pineapples	Observed on the day of audit	Year round	United States
Plantains	Observed on the day of audit	Year round	United States
Plums	Observed on the day of audit	Year round	United States
Pomegranate	Observed on the day of audit	Year round	United States
Potatoes	Observed on the day of audit	Year round	United States
Pumpkins	Observed on the day of audit	Year round	United States
Radish	Observed on the day of audit	Year round	United States
Roots	Observed on the day of audit	Year round	United States
Shallots	Observed on the day of audit	Year round	United States
Spinach	Observed on the day of audit	Year round	United States
Squash	Observed on the day of audit	Year round	United States
Sweet Corn	Observed on the day of audit	Year round	United States
Table Grapes	Observed on the day of audit	Year round	United States
Tangerines	Observed on the day of audit	Year round	United States
Tomatoes	Observed on the day of audit	Year round	United States
Turnips	Observed on the day of audit	Year round	United States
Vegetables	Observed on the day of audit	Year round	United States
Yams	Observed on the day of audit	Year round	United States
Zucchini (Courgette)	Observed on the day of audit	Year round	United States

AUDIT SCORING SUMMARY	Pre-Corrective Action Review		Post-Corrective Action Review	
Food Safety Management System Requirements	Score:	253	Score:	253
	Possible Points:	253	Possible Points:	253
	Percent Score:	100%	Percent Score:	100%
Module 5 - Good Manufacturing Practices Requirements	Score:	1180	Score:	1190
	Possible Points:	1190	Possible Points:	1190
	Percent Score:	99%	Percent Score:	100%
Module 6 - HACCP System Requirements	Score:	85	Score:	95
	Possible Points:	95	Possible Points:	95
	Percent Score:	89%	Percent Score:	100%
TOTAL	Score:	1518	Score:	1538
	Possible Points:	1538	Possible Points:	1538
	Percent Score:	98%	Percent Score:	100%

Non-Conformance Summary By Count	Pre-Corrective Action Non-Conformances	Post-Corrective Action Non-Conformances
Food Safety Management System Requirements	0	0
Module 5 - Good Manufacturing Practices Requirements	1	0
Module 6 - HACCP System Requirements	1	0
TOTAL	2	0

SECTIONS:

Food Safety Management System Requirements	Module 5 - Good Manufacturing Practices Requirements	Module 6 - 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	
Release of Items/Product	Worker Practices	
Supplier Monitoring/Control	Equipment	
Traceability and Recall	Equipment Cleaning	
Food Defense	General Cleaning	
	Buildings and Grounds	
	Site	
	Chemical Files	
	Pest Control Documentation	
	Operation Monitoring Records	
	Maintenance & Sanitation Files	
	Worker Documentation	
	Testing	
	Temperature Controlled Storage & Distribution Logs	
	Allergen Control	

FSMS	Management System	
1.01.01	<p>Question: 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>Auditor Comments: Yes. There is a "Food Safety Policy" that reflects the organization's ongoing commitment to food safety. It was signed by Nicky Gregory and Vicki Gilbert on 10/09/2023, it is posted in the front office and kept in the office binder.</p>	
1.01.02	<p>Question: Is there an organizational chart showing all management and workers who are involved in food safety related activities and documentation (job descriptions) detailing their food safety responsibilities?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. There is an Organizational Chart that shows management and workers involved in food safety, with alternates listed. Brenda Zettlemoyer is designated as the alternate for Vicki Gilbert.</p>	
1.01.03	<p>Question: 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>Auditor Comments: Yes. There food safety committee meeting records including topics covered were available for 11/01/2023, 08/15/2023, 05/03/2023, 02/08/2023. Meetings are held on a quarterly basis. Example topics are SOP review, food defense and HACCP plan.</p>	

1.01.04	Question: Is there a training management system in place that shows what types of training are required for various job roles of specific workers, including who has been trained, when they were trained, which trainings they still need to take, and a training schedule?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There is an "Employee Training SOP" and a training matrix (Excell spreadsheet) which includes a training schedule that describes who has been trained, when they have been trained and which training is still needed to take.	
1.01.05	Question: Is there documented management verification review of the entire food safety management system at least every 12 months, including an evaluation of resources, and are there records of changes made?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. There is a documented management review of the entire food safety management system dated 11/31/2023, which includes an evaluation of resources and records of changes made and budget information.	
1.01.06	Question: Where specific industry guidelines or best practices exist for the crop and/or product, does the operation have a current copy of the document?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The operation has a current copy of PrimusGFS Standard, FDA Guidance on Metal Inclusions, and FSMA Final Rule Preventative Controls for Human Food.	

FSMS	Control of Documents and Records
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1.02.01	Question: Is there a written document control procedure (including document control register/record) describing how documents will be maintained, updated and replaced?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. Document Control & Maintenance Procedure 1.2.1 describes how documents are maintained and updated, including a document registry. The food safety director and food safety manager are the persons responsible for controlling documents.	
1.02.02	Question: Is there a documented and implemented procedure that requires all records to be stored for a minimum period of 24 months (or greater if legally required) or for at least the shelf life of the product if it is greater than 24 months?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Document Control & Maintenance Procedure 1.2.1 section 1.1.3 states that records are to be retained for at least 2 years.	
1.02.03	Question: Are both paper and electronic food safety related documents and records created, edited, stored and handled in a secure manner?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The documents are located in binders in a locked office. There are electronic versions of the documents as well electronic copies which are stored on a computer that is password protected.	
1.02.04	Question: Are records maintained in an organized and retrievable manner?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The food safety documents were maintained in an organized manner. They are in binders categorized by subject and have tabbed sections for organizing the information.	
1.02.05	Question: Are all records and test results that can have an impact on the food safety program verified by a qualified person independent of the individual(s) completing the records?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Records and test results are reviewed and signed off by the person responsible for the food safety program. Example is microbiological test and sanitation logs are reviewed by Vicki Gilbert.	

FSMS	Procedures and Corrective Actions
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1.03.01	Question: Is there a written and standardized procedure for creating Standard Operating Procedures (SOPs) and their content?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Instructions for Creating SOPs 1.3.1 details the process for creating standard operating procedures and their content.	
1.03.02	Question: Are the written procedures available to relevant users and is a master copy maintained in a central file?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The SOPs are available to the users, they are kept in binders in the office including the master copies. There are SSOPs, and Pest Control Programs, which are available to the relevant employees based on their roles in the organization.	
1.03.03	Question: Is there a documented corrective action procedure that describes the basic requirements for handling all non-conformances affecting food safety?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Corrective Actions Procedure 1.3.3 describes the process for handling food safety non-conformance corrective actions. Deviations are documented on forms Corrective Actions and/or Unusual Incidents Form.	
1.03.04	Question: Is there an incident reporting system, also known as a Notice(s) of Unusual Occurrence and Corrective Actions Log (NUOCA) ?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There is a incident reporting system. Auditee stated there have not been any unusual incidents to report.	

FSMS	Internal and External Inspections
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1.04.01	Question: Is there a documented procedure for how internal audits are to be performed at the operations, including frequency and covering all processes impacting food safety and the related documents and records?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There is an Internal and External Audit SOP 1.4.1 that details the requirements. The entire food safety program (FSMS, GMP, Food Security and HACCP) is audited annually using PrimusGFS checklist; and GMP is also done quarterly using a Primus Checklist.	
1.04.02	Question: Are there written procedures for handling regulatory inspections?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. "External and Regulatory Inspections" describes handling the regulatory inspections and the rules for always accompanying inspectors, taking samples and photographs and follow up requirements for after the inspection.	
1.04.03	Question: Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The PAO PrimusGFS audit, including corrective actions from 11/18/2023, and GA Dept of Ag on 06/09/2023 were available. Auditee stated no other contracted or regulatory inspections have occurred.	
1.04.04	Question: Are there documented calibration and/or accuracy verification procedures for measuring and monitoring devices used in the operations that are related to the safety of the product?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Calibration SOP 2.5.5 for thermometers, ATP meter, and chemical dispensers that describe the calibration and verification requirements; Equipment is calibrated by a third party annually. Dispensers for chemicals are calibrated and verified at least monthly (or sooner).	

1.04.05	Question: Are calibration and/or accuracy verification records maintained and are they consistent with the requirements outlined in the SOP(s) for instruments and measuring devices requiring calibration?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Records of calibration and verification were available for review. The thermometers are verified monthly, reports for chemical dispenser verification were verified at least monthly.	

FSMS	Release of Items/Product
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1.05.01	Question: Is there a documented product release procedure available?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Product Release SOP describe the requirement for releasing product prior to shipment. The product release report initiates the release, and it is used to create the BOL, the signed BOL is the record of release. The General Manager signs the product release report which indicates the product has been released.	

1.05.02	Question: Are there records of product releases kept on file?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Records of product releases are the signed product release report indicating it is okay to release. The records maintained with accounting files.	

1.05.03	Question: Is there a documented procedure for handling on hold and rejected items?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There is a written procedure "Material On-Hold, and Rejection" that details the requirements. Product is tagged, moved to secure area of the warehouse and placed on hold.	

1.05.04	Question: Are there records of the handling of on hold and rejected items kept on file?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Records of product put on hold, release, and their disposition were available for review during the audit.	

1.05.05	Question: Is there a documented procedure for dealing with customer and buyer food safety complaints/feedback along with records and company responses, including corrective actions?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Buyer and Consumer Complaints and Feedback procedure 2.6.1 covers corrective actions to be taken if complaints are received. Auditee states there have been no FS related complaints in the last year.	

FSMS	Supplier Monitoring/Control
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1.06.01	Question: Is there a written procedure detailing how suppliers and service providers are evaluated, approved, and include the ongoing verification activities including monitoring? Note that supply chain preventive controls and supply-chain-applied controls are also mentioned in Module 7.	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Supplier Approval and Monitoring describes how supplier approvals, evaluations and ongoing verification are done. They are done for each new supplier and annually for ongoing suppliers. LOG and 3rd Party FS audits are required.	

1.06.02	Question: Is there a list of approved suppliers and service providers including justification for use of any emergency (temporary) suppliers or providers?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. An approved suppliers and service providers was available for review.	

1.06.03	Question: Are there current written food safety related specifications for all incoming products, ingredients, materials (including primary packaging), services provided on-site, and outsourced services?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Current written food safety related specifications (Supplier Compliance and Specifications) for all incoming products, ingredients, materials were available for review.	
1.06.04	Question: Does the organization have documented evidence to ensure that all incoming products, ingredients, materials, services provided on-site and outsourced service suppliers comply with the approval requirements and that all supplier verification activities (including monitoring) are being followed, as defined in the supplier approval procedure?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. There is documented evidence of incoming products complying with the supplier approval procedure; Produce suppliers LOG and FS audit certifications on file and Labs accreditation and scope of approval were available for review.	
1.06.05	Question: Where food safety related testing is being performed by laboratory service providers, are these licensed and/or accredited laboratories (e.g., ISO 17025 or equivalent, national and local regulations, etc.)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Primus Laboratories: ISO 17025 accredited by A2LA, cert#3572.01 valid through 03/31/2024 Biological, Environmental and Chemical Testing methods.	

FSMS	Traceability and Recall
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1.07.01	Question: Is there is 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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Lot Numbering Explanation describes system in writing. The organization uses an 8-digit sequential lot number that traces to PO, and/or packing production runs.	
1.07.02	Question: Does the organization have a documented recall program including procedures, recall team roles and contact details, external contact listings, requirement for recall effectiveness checks, explanation of different recall classes and handling of recalled product?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. "Recall Program 2023" describes the organization recall program. The program Includes recall classification definitions and contact list is current for 2023 season.	
1.07.03	Question: Is testing of recall procedures (including traceback) performed and documented at least every six months, and the company can demonstrate the ability to trace materials (one step forward, one step back) effectively?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. At least two mock recalls are conducted per year. A recent mock recall was available for review. It was conducted on 11/16/2023 Class II mock recall. 2000 units of packing material lot# PO00439190 were located in 11 minutes. Lessons learned were included.	

FSMS	Food Defense
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1.08.01	Question: Is there a written food fraud vulnerability assessment (FFVA) and protection plan for all types of fraud, including all incoming and outgoing products?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. "Food Fraud Vulnerability Assessment" 10/24/2023 was available for review. Risks were identified for incoming and outgoing products.	
1.08.02	Question: Is there a written food defense vulnerability assessment and food defense plan based on the risks associated with the operation?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Food Defense SOP 3.1.1-4 describes the organizations food defense plan based on the risks associated to operation. The risk assessment was last reviewed on 11/24/2023.	

1.08.03	Question: Are records associated with the food defense plan and its procedures being maintained, including monitoring, corrective action and verification records (where appropriate)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There are records of daily activity reports, chemical inventory logs, sanitation logs, shipping and receiving log, drivers log and visitor log.	
1.08.04	Question: Is there a current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The emergency contact list is posted in the warehouse and supervisor desk, and front office.	
1.08.05	Question: Are visitors and contractors to the company operations required to adhere to food defense procedures?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The auditor was asked to sign in and agree to abide by the companies food defense procedures.	

GMP	General GMP
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5.01.01	Question: Are all cleaning and maintenance chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The cleaning and maintenance chemicals were stored securely in a locked area, with restricted access.	
5.01.02	Question: Are "food grade" and "non-food grade" chemicals used appropriately, according to the label and not commingled?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Chemicals are stored separately, labeled properly and used appropriately.	
5.01.03	Question: Are signs supporting GMPs posted appropriately?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Signs supporting GMPs are located in the break areas, handwash stations, prior to entering the production area and in each the rest rooms.	
5.01.04	Question: Are the necessary food defense controls implemented in the operation?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Food defense controls such as locked doors, visitors sign in, restricted access areas, storage areas are closed and secure.	

GMP	Pest Control
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5.02.01	Question: Are products or ingredients free of pests (e.g. insects, rodents, birds, reptiles, mammals) or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Products did not have any evidence of insects or pests during the inspection.	
5.02.02	Question: Are packaging supplies free of pests (e.g., insects, rodents, birds, reptiles, mammals) or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The packaging supplies did not have any evidence of insects or pest during the inspection.	

5.02.03	Question: Are plant and storage areas free of pests (e.g., insects, rodents, birds, reptiles, mammals) or any evidence of them?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The plant and storage area were free of insects or pests during the inspection.	
5.02.04	Question: Is the area outside the facility free of evidence of pest activity?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The outside of the facility was free of pest activity during the audit.	
5.02.05	Question: Is there an effective pest control program in place? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. There is an effective pest control program. It is contracted with Proger Solutions Pest Control.	
5.02.06	Question: Are pest control devices located away from exposed raw materials, work-in-progress, ingredients (including water and ice), finished goods and packaging, and poisonous bait stations are not used within the facility?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Pest control devices were located away from exposed raw materials, packaging and finished goods. Bait traps were secured and located only on the outside of the facility.	
5.02.07	Question: Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Pest Control devices were in good condition. The hey are monitored using a punch card system weekly for the interior, and monthly for the exterior.	
5.02.08	Question: Are interior and exterior building perimeter pest control devices adequate in number and location?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The pest control devices were adequate in number and location on the interior and exterior of the facility.	
5.02.09	Question: Are all pest control devices identified by a number or other code (e.g. barcode) ?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The pest control devices were identified by a number on a wall sign. The numbering matched to location on the pest control map.	
5.02.10	Question: Are all pest control devices effective and bait stations secured?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The tin-cats and bait stations were in good condition, secure and openings were parallel to the walls.	
GMP Storage Areas & Packaging Materials		
5.03.01	Question: Does the facility layout ensure separation of 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 as any allergen cross contamination issues)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The facility layout ensured separation of ingredients, products and packaging material in a manner that prevents cross-contamination. There were no issues observed during the inspection.	

5.03.02	Question: Is the facility's use restricted to the storage of food products?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The facility's use restricted to the storage of products.	
5.03.03	Question: Are rejected or on hold materials clearly identified and separated from other materials?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There is a dedicated hold area in the storage areas, all product observed with lot and status information. No issues observed.	
5.03.04	Question: Are raw products, work in progress, ingredients (including water and ice), finished goods and food contact packaging within accepted tolerances for spoilage and free from adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. No evidence of spoilage or adulteration to products or packaging was observed during the inspection.	
5.03.05	Question: Are all storage areas clean, especially the racking structures, lights, ceilings, floor areas by the walls and other hard to reach areas?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Storage area, floors, and ceilings were observed fair during the audit.	
5.03.06	Question: Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc.)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Raw materials products and packaging material is marked with dates codes for FIFO practices.	
5.03.07	Question: Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) rotated using FIFO policy?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Verbal confirmation on FIFO practices, no issues observed.	
5.03.08	Question: Are storage areas at the appropriate temperatures for the specific products being stored?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Storage areas at the appropriate temperatures for the cooler for the products being stored. The storage areas are maintained below 41 °F.	
5.03.09	Question: Is any packaging being stored outside, being stored protected?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Food contact packaging was not observed stored outside on the day of the inspection.	

GMP	Operational Practices	
5.04.01	Question: 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?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No product processing done in this operation.	
5.04.02	Question: Are all exposed materials (product, packaging, etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Materials were protected from overhead contamination.	

5.04.03	Question: Are production areas clean and well maintained; especially lights, ducts, fans, floor areas by the walls and equipment, and other hard to reach areas?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The production area was observed clean and neatly organized.	
5.04.04	Question: Where facilities are not completely enclosed, are there measures in place to mitigate potential hazards?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. The production area is completely enclosed.	
5.04.05	Question: Is all re-work / re-packaging handled correctly?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Not observed.	
5.04.06	Question: Are raw ingredients examined before use?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Raw materials are inspected upon receipt and are visually examined throughout the packing process.	
5.04.07	Question: Are finished products coded (carton and unit packaging) for the day of production?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Each finished product package is coded with a lot code. The lot code contains a pack date.	
5.04.08	Question: Are foreign material control methods (e.g. metal detectors, metal traps, magnets, visual inspection, x-ray machines, etc.) in place and regularly tested (where relevant) to ensure proper operation?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Visual inspection is done at each pack line. All product is checked continuously during the packing process.	
5.04.09	Question: Does the facility use the appropriate test strips, test kits or test probes for verifying the concentrations of anti-microbial chemicals (product contact water, terminal sanitizers, dip stations, etc.) being used, are they in operational condition and are they being used correctly?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Test strips for monitoring QUAT used at 200-400 ppm were available, test strips used were LaMotte Test strips 200-1500 ppm. Test done during the inspection were within parameters.	
5.04.10	Question: Are hand washing stations adequate in number and appropriately located for worker access and monitoring usage?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. There were an adequate number of handwashing stations. There are stations located at the repack room and in the restrooms.	
5.04.11	Question: Are hand washing stations in working order, have water of suitable temperature and pressure, adequately stocked (e.g. disposable towels, unscented soap, etc.) and restricted to hand washing purposes only?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The hand washing stations were in working order and stocked.	
5.04.12	Question: Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, unscented soap, etc.)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Hand washing stations were observed to be stocked with unscented soap, single use towels and warm water and solely used for handwashing.	

5.04.13	Question: Are secondary hand sanitation stations adequate in number and location, and are the stations maintained properly?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Toilet facilities were adequate in number. They were observed to be stocked with toilet paper, unscented soap, single use towels and warm water.	
5.04.14	Question: Are foot baths, foamers or dry powdered sanitizing stations adequate in number and location, and are the stations maintained properly?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Not observed.	
5.04.15	Question: Are single service containers used for their intended purpose only so that potential cross contamination is prevented?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Single service containers were observed being used as intended during the audit.	
5.04.16	Question: Are re-usable containers cleanable and clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice, etc.) such that cross contamination is prevented?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Reusable containers were limited to lined trash cans and RPCs, they were cleanable and clearly designated for their specific purpose.	
5.04.17	Question: Are devices used to measure, regulate or control temperature, pH, acidity, water activity, and other conditions that affect food safety, working properly and adequately maintained?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. Devices used to measure temperature were properly maintained and in working order. Calibrated thermometer used to verify cooler temperature.	

GMP	Worker Practices
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5.05.01	Question: Are workers washing and sanitizing their hands before starting work each day, after using the restroom, after breaks, before putting on gloves and whenever hands may be contaminated?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. No issues observed.	
5.05.02	Question: Are workers' fingernails clean, short and free of nail polish?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Workers were not observed with dirty, long or polished nails during the audit.	
5.05.03	Question: Are workers who are working directly or indirectly with food, free from signs of boils, sores, open wounds and are not exhibiting signs of foodborne illness?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There were no signs of ill workers observed during the audit.	
5.05.04	Question: Are workers wearing effective hair restraints that contain all hair?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Workers were wearing effective hair restraints.	
5.05.05	Question: Is jewelry confined to a plain wedding band and watches, studs, false eyelashes, etc., are not worn?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Jewelry is confined to a plain wedding band and watches were not worn.	

5.05.06	Question: Are all workers wearing protective outer garments suitable for the operation (e.g., appropriate clean clothes, smocks, aprons, sleeves, non-latex gloves)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Disposable plastic aprons, sleeves, and non-latex gloves are used.	
5.05.07	Question: Do workers remove protective outer garments (e.g., smocks, aprons, sleeves, and gloves) when on break, before using the toilets and when going home at the end of their shift?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Not observed.	
5.05.08	Question: 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?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Designated areas are provided in break area and trash cans are available to discard disposable aprons and sleeves.	
5.05.09	Question: Are worker personal items being stored appropriately (i.e. not in the production or material storage area)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Area is provided for personal items, no issues were observed during the audit.	
5.05.10	Question: Is smoking, eating, chewing and drinking confined to designated areas, and spitting is prohibited in all areas?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Smoking is not permitted within the facility. There is a designated area in the facility for eating and drinking.	
5.05.11	Question: Is fresh potable drinking water readily accessible to workers?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Fresh potable water is available near the break areas.	
5.05.12	Question: Are all items removed from garment (shirt, blouse, etc.) top pockets, and unsecured items are not worn (e.g., pens, glasses on top of the head, Bluetooth devices, etc.)?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. No workers were observed during the audit with items in or on their garments.	
5.05.13	Question: Are first aid kits adequately stocked and readily available in the facility, and are blue band aids used?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The first aid kits were observed located in the production area offices. They were observed adequately stocked including blue bandages and the contents were observed within their expiry dates.	
GMP	Equipment	
5.06.01	Question: Are food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g., tape, string, cardboard, etc.)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Food contact surfaces were of stainless steel, free of flaking paint, corrosion and other unhygienic materials. No issues were observed during the inspection.	
5.06.02	Question: Are non-food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g., tape, string, cardboard, etc.)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Non food contact surfaces were free of flaking paint, corrosion and other unhygienic materials. No issues were observed during the inspection.	

5.06.03	Question: Does food contact equipment design, placement, and condition (e.g., smooth surfaces, smooth weld seams, non-toxic materials, corrosion-resistant, no wood or other absorbent materials) facilitate effective cleaning and maintenance?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Food contact equipment is designed to facilitate cleaning. Packing equipment is made of stainless steel and conveyors on packaging line (not in use) had smooth surfaces.	
5.06.04	Question: Are thermometers (independent of thermostat probes) present in all coolers and freezers?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Thermometers, independent of thermostats are present in the cooler.	
5.06.05	Question: Are all thermometers non-glass and non-mercury?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The thermometer probes had a plastic housing it was not made of glass and did not contain mercury.	
GMP	Equipment Cleaning	
5.07.01	Question: Are food contact equipment surfaces clean?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Food contact surfaces were observed clean during the inspection.	
5.07.02	Question: Are non-food contact equipment surfaces clean?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Non food contact surfaces were observed clean during the inspection.	
5.07.03	Question: Are items (totes, bins, etc.) that are used to hold or store product clean?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Plastic bins and totes used to hold product were observed clean during the inspection.	
5.07.04	Question: During cleaning, are food products and packaging materials protected from contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Cleaning was not observed.	
5.07.05	Question: Are cooling units, including coils in coolers and freezers, clean and free of aged, dirty ice?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Cooling units were observed clean and free of aged ice.	
5.07.06	Question: Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The fan guards did not appear to have black deposits.	
5.07.07	Question: 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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Equipment not in use was stored clean and protected.	

5.07.08	Question: Are all utensils, hoses, and other items not being used, stored clean and in a manner to prevent contamination?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. No issues observed for the utensils during the inspection.	
5.07.09	Question: Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. No issues observed for the maintenance tools during the inspection.	
5.07.10	Question: Are excess lubricants and grease removed from the equipment and are lubricant catch pans fitted where needed?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No issues observed during the inspection.	

GMP	General Cleaning
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5.08.01	Question: Are spills cleaned up immediately?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No spills were observed during the inspection.	
5.08.02	Question: Are waste and garbage frequently removed from production and storage areas?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No excess garbage observed during the inspection.	
5.08.03	Question: Are floor drains covered, do they appear clean, free from odors, in good repair, and flow in a manner that prevents contamination (e.g., from high to low risk areas, from high risk directly to drain system)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The drains were observed in good condition, covered, clean, odor free, and well maintained during the audit.	
5.08.04	Question: Do high level areas, including overhead pipes, ducts, fans, etc., appear clean?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. High level areas throughout the facility appeared to be clean during the inspection.	
5.08.05	Question: Are plastic strip curtains maintained in good condition, kept clean and mounted so that the tips are not touching the floor?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No issues observed.	
5.08.06	Question: Is personal protection equipment (PPE) for the sanitation crew in good condition and stored to prevent cross contamination to raw products, work in progress, ingredients, finished goods or packaging?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. PPE for sanitation crew was available and in good condition. It is stored separately from other items.	
5.08.07	Question: Is cleaning equipment maintained clean and stored properly?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The cleaning equipment is maintained clean and stored properly.	

5.08.08	Question: Is cleaning equipment identified in order to prevent potential cross contamination issues (e.g., production, maintenance, outside, restroom equipment)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The cleaning equipment is color coded by area.	
5.08.09	Question: Are all items used for sanitation appropriate for their designated purpose (e.g., no steel wool, metal bristles, etc.)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. All items used for sanitation are appropriate for the designated purpose.	
5.08.10	Question: Are toilet facilities and hand washing stations clean?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Toilet and hand washing facilities were observed to be fair.	
5.08.11	Question: Are worker break facilities clean, including microwaves and refrigerators, and no rotting or out of date foodstuffs?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Worker break areas appeared to be clean during the inspection.	
5.08.12	Question: Is the maintenance shop organized, with equipment and spares stored in a neat and tidy fashion?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The maintenance area was fair.	
5.08.13	Question: Are internal transport vehicles (e.g., forklifts, bobcats, pallet jacks, carts, floor cleaners, etc.), clean, do not emit toxic fumes and are being used in a sanitary manner?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No issues observed with fork lifts and pallet jacks in use were in good condition.	
5.08.14	Question: Are shipping trucks clean and in good condition?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Shipping trucks appeared clean and in good condition.	
GMP Buildings and Grounds		
5.09.01	Question: Are all lights in the facility that could potentially contaminate raw materials, work in progress, ingredients (including ice), finished goods, equipment or packaging shielded, coated or otherwise shatter resistant to protect product from contamination in the event of breakage?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Lights are shielded to protect product in case of breakage, plastic sheeting covers the lights used throughout the facility.	
5.09.02	Question: Has the operation eliminated or adequately controlled any potential metal, glass or brittle plastic contamination issues?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. No issues were found during the inspection.	
5.09.03	Question: Has the facility eliminated the use of wooden items or surfaces?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The facility does have wood ceiling beams in the dry areas, no issues noted.	

5.09.04	Question: Is there adequate lighting in the production and storage areas?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Lighting was adequate in production areas.	
5.09.05	Question: Is ventilation adequate to control dust, condensation, odors and vapors?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. No issues observed.	
5.09.06	Question: Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Floor surface conditions in production areas were observed in good condition during the inspection.	
5.09.07	Question: Are the floor drains where they are needed for drainage and cleanup?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The location of the floor drains appeared to be adequate.	
5.09.08	Question: Are closed doors and windows to the outside pest-proof?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Doors were observed closed and no issues were observed with windows.	
5.09.09	Question: In temperature controlled environments, are docks enclosed and dock doors fitted with buffers/shelters to seal against trucks?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Dock doors were fitted with buffers/shelters to seal against trucks the cold storage dock area.	
5.09.10	Question: Are dock load levelers and buffers/shelters maintained in good condition, pest proof and debris free?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. Dock load levelers, buffers/shelters were maintained in good condition.	
5.09.11	Question: Are exterior walls free of holes to exclude pests, and are pipes, vents, and air ducts designed and protected in order to prevent pest entry (e.g., by using fine mesh)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Walls appeared to be free of holes and protected to prevent pest entry.	
5.09.12	Question: 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
	Auditor Comments: Yes. Ceiling and walls were free from holes to prevent pest entry.	
5.09.13	Question: Is an 18" (46 cm) 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
	Auditor Comments: Yes. An 18" perimeter was maintained throughout storage areas.	

5.09.14	Question: Is the exterior area immediately outside the facility, including roads, yards and parking areas, free of litter, weeds and standing water?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No issues were found during the inspection.	
5.09.15	Question: Are control measures being implemented for the outside storage of equipment, pallets, tires, etc. (i.e. out of the mud, pipe ends capped, stacked to prevent pest harborage, away from the building perimeter)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Outside storage is maintained away from the building with clearance from all sides to allow for proper cleaning and visual inspection.	
5.09.16	Question: Are pallets inspected to separate and replace dirty or broken pallets, and broken or dirty pallets are not in use?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Pallets are inspected, broken and dirty pallets are separated and not used.	
5.09.17	Question: Is the area around the dumpster/cull truck/trash area clean?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The area around the trash dumpster was observed clean during the audit.	
5.09.18	Question: Are outside garbage receptacles and dumpsters kept covered or closed?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Outside garbage receptacles are kept closed.	
5.09.19	Question: Are all water lines protected against back siphonage?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Water lines are protected against siphonage using an air-gap system.	
5.09.20	Question: Where there is an on-site laboratory, is it completely enclosed and separated from production and storage areas?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No on-site laboratory.	
GMP Site		
5.10.01	Question: Is there a site plan showing the facility location, adjacent sites, roads, water sources, storm water, wastewater and other relevant features?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. A site plan showed the facility location, water sources and adjacent land uses.	
5.10.02	Question: Is there a facility floor plan showing the layout of the building, production areas, storage areas, water sources and fixtures, layout of equipment and traffic flow patterns?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. The facility floor plan showed the layout building and included packing areas, storage areas, traffic flow patterns and water sources.	
5.10.03	Question: 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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The documented risk assessment was indicated in the "Risk Assessment for Facility Location" 5.10.3 reviewed by the Food Safety and Quality Control Manager on 11/07/2023.	

5.10.04	Question: Is there a current certificate of inspection (or similar record) for backflow prevention assemblies on water lines into the facility?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Auditor failed to note information on back flow prevention inspections.	
5.10.05	Question: Is there a designated person responsible for the operation's food safety program?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Vicki Gilbert is responsible for the responsible for the food safety program. She trained as a PCQI on 02/22/2018.	

GMP	Chemical Files
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5.11.01	Question: Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible (e.g., rodent chemicals, product sanitizers)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Chemical labels were observed on the original containers, and copies were available on request.	
5.11.02	Question: Are there chemical inventory logs for chemicals, including pesticides, fertilizers and cleaning and sanitizing chemicals?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. Chemical inventories are on file, the usage is documented for the chemical's quantities on hand and/or new arrivals.	
5.11.03	Question: Are there specific Standard Operating Procedures (SOPs) for the monitoring of anti-microbial parameters in single pass and/or recirculated/batch water systems, changing of recirculated/batch water systems (e.g., dump tanks, flumes, hydro vacuums, hydro coolers, etc.) and for monitoring pH and water temperature (if applicable)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The monitoring requirements and frequencies are detailed in "Chemical Monitoring SOP" which includes the parameters, frequency of testing, and corrective action requirements. ClO2 is to be monitored (up to 5 ppm) at least hourly, startup and end of the cycle.	

GMP	Pest Control Documentation
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5.12.01	Question: Is the pest control program properly documented, detailing the scope of the program, target pests and frequency of checks, including a copy of the contract with the extermination company (if used), Pest Control Operator license(s)/training (if baits are used), and insurance documents?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. The pest control service is provided by contracted company Proger Solutions. Service agreement signed for 2023, interior stations serviced weekly and exterior monthly. Certificate of liability insure valid to 08/07/2024, business license and current technician license (Roger Rafuls SP31337 valid through 06/30/2025) were on file.	
5.12.02	Question: Is there a schematic drawing/plan of the facility showing numbered locations of all pest monitoring devices (e.g., rodent traps, bait stations, insect light traps, etc.) both inside and outside the facility?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, The pest control device map matched the physical placement of the devices.	
5.12.03	Question: Are service reports created for pest control checks detailing inspection records, application records, and corrective actions of issues noted (in-house and/or contract)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Service reports were available. The reports detail trap-by-trap activity, trending (monthly IMP surveys) and corrective actions are noted.	

GMP	Operation Monitoring Records
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5.13.01	Question: Are there inspection records for incoming goods (e.g., raw materials, ingredients and packing materials)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Incoming raw materials and packaging materials are inspected upon receipt, the inspections are recorded using an "Incoming Inspection - Sanitation and Temperature" form.	
5.13.02	Question: Are there inspection logs on incoming trailers (and other forms of transport) for rodents and insects, cleanliness, holes and temperature control of the trailer (for food requiring temperature control for safety and/or as required per buyer specifications)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Inspection logs for incoming trailers indicate the cleanliness, presence of pest, condition of trailer and temperature. Inspection records are logged on the "Incoming Inspection - Sanitation and Temperature" form.	
5.13.03	Question: Are there records for the necessary process monitoring activities (e.g., pH, water temperature vs. product temperature, metal detection, X-ray, labeling, heating processes, reduction/kill step processes, postharvest pesticides (e.g. fungicides), control of water activity, drying, etc.), showing, for example, monitoring frequencies, results and where necessary the corrective actions?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Records for the ethylene used for ripening. Each lot that is ripen is recorded.	
5.13.04	Question: Are there records (with corrective actions) that show anti-microbial (e.g., free chlorine, peroxyacetic acid) strength testing of product contact water and ice solutions prior to start up and throughout the production runs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Auditee stated they have not run the wash system for tomatoes in more than one year, no records were on hand for the audit.	
5.13.05	Question: Are there records of monitoring for build-up of organic material (turbidity) and changing of recirculated and batch water systems (e.g., dump tanks, flumes, hydro vacuums, hydro coolers, etc.)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Auditee stated they have not run the wash system for tomatoes in more than one year, no records were on hand for the audit.	
5.13.06	Question: Are there records (with corrective actions) that show anti-microbial strength testing of hand/foot/tool dip stations, and are there stock check and replenishment records for gel and spray stations?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. The records the stock replenishment of gel stations is logged on the "Daily Pre-operation inspection Log".	
5.13.07	Question: Is there a tool accountability program for knives and similar cutting hand tools used in the production area?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Cutting tools are not used in the operation.	
5.13.08	Question: Is there a pre-operation inspection log?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There is a pre-operation inspection log, areas covered include: packing area, rest rooms, break rooms and employee hygiene and practices.	
5.13.09	Question: Is there documented evidence of the internal audits performed, detailing findings and corrective actions?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Internal audits are done on a quarterly basis using a Primus checklist. Last audit performed by Brenda Zettlemoyer, last done for modules 1, 5, and 6 was on 07/31/2023 and 10/05/2023.	

GMP	Maintenance & Sanitation Files
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5.14.01	Question: Does the facility have a preventative maintenance program that includes a schedule and completion records?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The preventative Maintenance Program and Documented Schedule for 2023 was available for review.	
5.14.02	Question: Are there a logs of maintenance work and repairs and are they signed off when work is completed?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Logs are kept of completed maintenance on the "Maintenance Work Order Log".	
5.14.03	Question: Are there logs showing that equipment is properly cleaned and sanitized after maintenance and repair work has been completed?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Logs of cleaning are recorded on the Maintenance Work Order Log".	
5.14.04	Question: Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The "Master Sanitation Schedule" lists what needs to be cleaned and when. The schedule outlines what should be cleaned annually, monthly and daily.	
5.14.05	Question: Are there written cleaning and sanitation procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There are written SSOPs for the cleaning and sanitation. The SSOPs match the master sanitation schedule.	
5.14.06	Question: Are cleaning and sanitation logs on file that show what was done, when and by who?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Sanitation ("Weekly, Daily, Annual") is logged and are filled out correctly detailing what was cleaned, by whom (initialed) and when.	
5.14.07	Question: Are there records showing verification of cleaning and sanitizing chemical concentrations?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Records showing verification of sanitizing chemical concentrations are logged on each of the cleaning logs.	
5.14.08	Question: Are there documented procedures and completion records for clean-in-place (CIP) activities (e.g., cleaning re-circulating water systems such as washing flumes, ice injectors, hydrocoolers, chilled water systems, ice makers, etc.), where applicable?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Records for the cleaning of the ice machine were on file. The ice machine is cleaned and serviced by a third-party contractor Air Source; the service was last done on 11/29/2023.	
5.14.09	Question: Are there sanitation logs on file indicating that floor drains are cleaned on a regular basis (minimum daily in wet and fresh-cut production areas)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Daily cleaning of drains is logged on "Warehouse, Rat Run and Drain Sanitation Logs".	
5.14.10	Question: Are there records showing filters in air conditioning, evaporative coolers, ventilation and air filtration units are regularly cleaned and replaced?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Air filtration not used.	

5.14.11	Question: Are there records showing cooling units are maintenance serviced and cleaned at least every 12 months or more frequently as required?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Cooler service and cooler inspection done at least annually; records were available for review; last done by Multi Temp Service on 11/22/2023.	
5.14.12	Question: Is there a routine program and written procedure to verify sanitation effectiveness using rapid post sanitation checks (e.g., ATP measurements, allergen specific proteins)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. A written program "ATP Testing" for verifying post sanitation effectiveness and records for post sanitation verification were available for review. The program is for ATP testing using a Hygiene Ensure luminometer, done weekly. Acceptable thresholds are less than 30 RLU on SS. Corrective actions include re-cleaning and retesting for unacceptable results practices in place.	
5.14.13	Question: Is there a documented glass and brittle plastic management procedure (including company glass and brittle plastic policy, glass breakage procedure and where necessary a glass register)?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. Glass and brittle plastic policy and Monthly Inspection Glass and Hard Plastic register checks are done monthly	
GMP Worker Documentation		
5.15.01	Question: 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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There are records of training for new worker food safety orientation training "Personnel Food Safety and Hygiene Training" covering general sanitation and GMPs. All workers are required to sign the company's food safety hygiene and health policy.	
5.15.02	Question: Are there logs of ongoing worker food safety education training, including topics covered, attendees, etc.?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There are records of ongoing worker food safety orientation training. All workers are required to sign the company's food safety hygiene and health policy annually; training is done on an ongoing basis, last done on 11/27/2023.	
5.15.03	Question: Are there training logs for the sanitation workers, including best practices and chemical use details?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There is a documented program for sanitation workers, it includes the best practices and instructions on chemical prep, done on 08/02/2023 and 10/31/2023.	
5.15.04	Question: Are there written and communicated 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, and include return to work requirements? (In countries with health privacy/confidentiality laws, e.g. USA, auditors should check procedure/policy but not the actual records).	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. "Personnel Food Safety and Hygiene Training requires workers to report any cuts or grazes and/or any illness and return to work requirements.	
5.15.05	Question: Are there worker food safety non-conformance records and associated corrective actions (including retraining records)?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes. Verbal confirmation from Vicki Gilbert about the program. There is a progressive discipline policy when applicable. There have been no worker FS NC incidents in the last year.	

5.15.06	<p>Question: Are visitors and contractors required to sign a log stating that they will comply with the operations' personal hygiene and health requirements?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. Visitors and contractors are required to sign in and out, agreeing to comply with the facilities rules on hygiene and health.</p>	

GMP Testing

5.16.01	<p>Question: Is there a written risk-based, scientifically valid microbiological testing program that may include pathogen testing, and details program design (zonal approach, food contact/non-food contact surfaces, spent sprout irrigation water, test & hold, water, ice, etc.), rationale for organisms tested for, procedures for sampling and testing (surfaces, water, product, ingredients, etc.), timing and frequency of testing, the testing methodology, the lab that performs the tests, and acceptable results/threshold levels for each organism?</p>	<p>Possible Points: 15 Points Scored: 5 Score: Major Deficiency</p>
	<p>Auditor Comments: Major. The "Environmental Monitoring SOP", "Ice Micro Test SOP" and "Water Microbiological Testing SOP" do not include the testing methodology for the organisms tested. The tests are performed by Primus Laboratories, in zones 1-4 monthly. E. coli, Listeria, and Salmonella are tested in zones 1-2; and Listeria is tested in zones 2-4 each month. Total Coliform and E. Coli on water and ice, done quarterly.</p>	

<p>Auditee Comments: The Environmental Monitoring, Ice and Water Microbiological Testing SOPS have been revised to include testing methodology for the organisms. Please see the attachments.</p>		<p>View Files</p>
	<p>CA Accepted?</p>	
<p>CB/Auditor Review Comments: Accepted</p>	<p>Yes</p>	<p>Possible Points: 15 Points Scored: 15 New Score: Total Compliance</p>

5.16.02	<p>Question: Are there written risk-based corrective action procedures for when unacceptable test results are received, that describe the steps to be taken, assign responsibility for taking those steps, and steps to ensure the cause is identified (e.g., root cause analysis) and corrected to minimize the potential for product contamination?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. The "Corrective Action" section of the programs "Environmental Monitoring SOP", "Ice Micro Test SOP" and "Water Microbiological Testing SOP". details what is to be done when a test result is higher than expected.</p>	

5.16.03	<p>Question: Are there records of environmental microbiological test results and does testing meet the program requirements?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. Environmental Test are done monthly in zones 1-4. The tests are performed by Primus Labs, last done 11/13/2023 for Listeria spp, salmonella spp and EC. All test samples were negative for zones 1-4 (11 samples).</p>	

5.16.04	<p>Question: Are there records of microbiological tests on water used in the facility (sampled from within the facility) and does the testing meet the program requirements?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. Water tests are done quarterly, test performed by Primus Labs, last done 11/13/2023 for TC and E Coli. Results for: EC < 1 MPN /100 ml (negative), For TC: < 1 MPN /100 m (negative).</p>	

5.16.05	<p>Question: Are there records of microbiological tests on ice used in the facility (either produced in-house or purchased) and does testing meet the program requirements?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
	<p>Auditor Comments: Yes. Ice water test is done quarterly, test performed by Primus Labs, last done 11/13/2023 for TC and E Coli. Results for: EC < 1 MPN /100 ml (negative), For TC: < 1 MPN /100 m (negative).</p>	

5.16.06	<p>Question: Are there records of tests performed on compressed air or other mechanically introduced gases that are used directly on food and food contact surfaces and does testing meet the program requirements?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
	<p>Auditor Comments: N/A. Compressed air and other mechanically introduced gasses are not used directly on the product.</p>	

5.16.07	Question: Are there records of other tests (e.g., spent sprout irrigation water, product, raw ingredients, etc.) that are performed for any reason (e.g., customer requirements, best practice, regulatory requirements) and does testing meet program requirements?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No other test performed	
5.16.08	Question: Are there records of corrective actions taken after unsuitable testing results that describe the steps taken, responsibility for taking those steps, and actions taken to ensure that the cause of contamination has been identified and corrected?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes. Corrective action records for unacceptable test results from 02/06/2023 for TC=2 MPN/100ml for the hand wash water; and for a presumptive positive for Listeria test result on 11/13/203. The corrective action records detailed the steps taken for each event, and the results of the re-test.	
5.16.09	Question: Is there a documented training program with training records for the sampling personnel, including aseptic sampling collection techniques, sampling protocols and sample handling?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There is training program and records for the persons sampling, including aseptic sampling collection techniques. It was last done 10/06-08/2023.	
5.16.10	Question: Where food safety related testing is being done in-house, is there a laboratory quality assurance manual with protocols and validated testing methods, evidence of training on testing protocols and methods, and relevant supporting documentation?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Food safety tests are not done in-house.	

GMP	Temperature Controlled Storage & Distribution Logs	
5.17.01	Question: Are there records of final product temperature checks for temperature sensitive product?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Products are not considered temperature sensitive.	
5.17.02	Question: Are there temperature logs for the production area (if refrigerated)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There are temperature recording logs for the production area. They are recorded on the "Cooler Temperature Log" for all coolers and the production area.	
5.17.03	Question: Are there temperature logs for storage rooms?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. There are temperature recording logs for the production area. They are recorded on the "Cooler Temperature Log" for all coolers.	
5.17.04	Question: Is there a documented procedure for checking truck trailer temperature and reviewing sanitary condition of truck trailers prior to loading?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. There is a documented procedure "Truck Quality Control" SOP for checking the temperature and reviewing sanitary condition of the trucks prior to shipping.	
5.17.05	Question: Are there records of shipping truck trailer (or other transportation systems) temperature checks, indicating the truck trailer temperature settings and that the truck trailer was pre-cooled prior to loading?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Truck trailer temperatures are recorded on the Truck Quality Report (a report in ProducePro).	

5.17.06	Question: Are there sanitary condition logs for shipping truck trailers (or other transportation systems)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Truck trailer sanitary conditions are recorded on the Truck Quality Report (a report in ProducePro).	
GMP Allergen Control		
5.18.01	Question: Are production and storage areas free of allergen risks (i.e. allergens are not stored or handled)??	Possible Points: 0 Points Scored: 0 Score: No
	Auditor Comments: No. There are allergens handled (cross docked) and stored at the facility.	
5.18.02	Question: Has a documented allergen management plan been developed?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. A documented "Allergen Management" and "Handling Instructions" have been developed.	
5.18.03	Question: Are there adequate storage controls (e.g., separation, identification, etc.) that ensure that allergens are not contaminating other materials?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Allergens are stored in designated areas with in the facility. Allergens are clearly labeled and the areas are also labeled. Workers are trained regularly on the allergen program.	
5.18.04	Question: Is there a dedicated allergen production line or adequate clean down and production procedures that prevent allergen cross contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No production or handling of allergens, storage of closed boxes/containers only.	
5.18.05	Question: Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. No production or handling of allergens, storage of closed boxes/containers only.	
5.18.06	Question: Does re-work handling take into account the issues associated with allergen containing products?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. see 5.18.04	
5.18.07	Question: 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: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. Workers have regular training with regard to allergen management. Allergen Training on 06/06/2023.	
5.18.08	Question: Are worker practices adequate and being followed to protect against allergen cross-contact and against contamination of food?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes. No issues observed.	
5.18.09	Question: Are all products manufactured on site labeled correctly with respect to allergens?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. Products are not manufactured on site; no production or handling of allergens, storage of closed boxes/containers only.	

HACCP		Preliminary Steps
6.01.01	<p>Question: Is there a team responsible for the HACCP program at the operation, with an assigned leader for the development, implementation and on-going maintenance of the HACCP system?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. There is a team responsible for the HACCP program. The coordinator is Vicki Gilbert and there are 8 members on the HACCP team.</p>	
6.01.02	<p>Question: Is there documented evidence that the HACCP team members have been trained on HACCP principles?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. The HACCP coordinator Vicki Gilbert been trained on 10/06/202 IAH certified HACCP training course. The team members were trained on 10/06/2020, 11/01/2023, 08/15/2023, and 05/03/2023.</p>	
6.01.03	<p>Question: Does a product description exist for the products produced?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. There is a product description in the HACCP plan for all fresh produce.</p>	
6.01.04	<p>Question: Has the process(es) been flow charted in sufficient detail to completely describe the process or product handling/processing steps?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. The HACCP plan includes a detailed flow chart of the of the process and handling steps.</p>	
6.01.05	<p>Question: Is there documented evidence that the flow chart(s) has been verified on-site?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes. There is evidence that the flow chart was verified by a signature of Vicki Gilbert and statement on 11/21/2023.</p>	

HACCP		Development of the HACCP Plan				
6.02.01	<p>Question: Has a documented hazard analysis for the processes been conducted, showing the various types of hazards, their likelihood of occurrence, their associated severity and their control measures? A ZERO POINT (NON-COMPLIANCE) DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT.</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>				
	<p>Auditor Comments: Yes. The hazard analysis is properly documented and identifies the hazards in the process (biological, chemical and physical), likelihood of occurrence, and the severity and control measures.</p>					
6.02.02	<p>Question: Have CCP decisions been made with logical, documented justification and where CCPs are implemented in a specific processing step, have they been developed to control the identified hazard(s)?</p>	<p>Possible Points: 15 Points Scored: 5 Score: Major Deficiency</p>				
	<p>Auditor Comments: Major. The decision approach/logic is not documented (such as using a decision tree or other hazard analysis technique for decisions).</p>					
<p>Auditee Comments: A risk matrix has been implemented for the decision approach. Please see the attached risk matrix and revised Hazard Analysis. View Files</p>						
<p>CB/Auditor Review Comments: Accepted.</p>		<table border="1"> <thead> <tr> <th>CA Accepted?</th> <th></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Yes</td> <td> <p>Possible Points: 15 Points Scored: 15 New Score: Total Compliance</p> </td> </tr> </tbody> </table>	CA Accepted?		Yes	<p>Possible Points: 15 Points Scored: 15 New Score: Total Compliance</p>
CA Accepted?						
Yes	<p>Possible Points: 15 Points Scored: 15 New Score: Total Compliance</p>					

6.02.03	Question: Is the HACCP system reviewed when significant changes are made and at least once every 12 months?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes. The HACCP system is reviewed at least once every 12 months and when any changes have occurred. Last review date was 11/23/2023 by Vicki Gilbert.	
6.02.04	Question: Have critical control point (CCP) processing steps been identified that eliminate or reduce food safety hazards to an acceptable level? Informational gathering. If answer is YES, continue with next question. If answer is NO, the rest of "Module 6 HACCP" is not applicable.	Possible Points: 0 Points Scored: 0 Score: No
	Auditor Comments: No. CCPs were not identified in the hazard analysis.	
6.02.05	Question: Have CCP critical control limits been established and are they supported by relevant validation documentation?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.06	Question: Have monitoring requirements and frequencies been determined and documented for the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.07	Question: Have specific responsibilities been assigned for the monitoring, recording and corrective action implementation of each CCP?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.08	Question: Have standard operating procedures (SOPs) been created for the monitoring process(es) of the CCPs, which would include how to carry out the monitoring activities?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.09	Question: Have corrective action procedures been established for the CCPs, including a detailed action plan for operators to follow if the critical control limits are not met (loss of control/deviation) and plans to adjust the process back into control?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.10	Question: Have recording forms been developed for monitoring the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.02.11	Question: Have verification plans and schedules been developed for each CCP?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
HACCP Execution of the HACCP Plan on the Plant Floor		
6.03.01	Question: Is there documented evidence that all plant workers have attended a HACCP training, including specific training for CCP operators?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	

6.03.02	Question: Do CCP operators understand basic HACCP principles and their role in monitoring CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.03.03	Question: Are the CCP monitoring activities and frequencies in compliance with the HACCP Plan and CCP SOPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.03.04	Question: Are CCP monitoring records signed off (or initialed) by the operator(s) who are carrying out and recording the CCP check?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.03.05	Question: Are the CCP records reviewed and signed off by the quality control supervisor and/or management (second signatory)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	
6.03.06	Question: Is there a deviation record detailing documented corrective actions when a deviation/loss of control of a CCP occurs (a critical control limit is exceeded)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A. See question 6.02.04.	