

This document is subject to changes. The current information and status of this operation is posted in the Certification Program website at PrimusGFS.com

FINAL AUDIT REPORT


PrimusGFS Version 3.2

Operation Type: Packinghouse
Audit Report Summary

CB Registration No. PA-PGFS-2482-3
PrimusGFS ID #347602 - Cert: 13
Audited by Primus Auditing Operations

[Ver en Español](#)

Organization:	Nickey Gregory Company, Inc. Contact(s): Vicki Gilbert Address: 16 Forest Pkwy Bldg M 30297-2001 Location: Forest Park, Georgia, United States Phone Number: 4043667410
Operation:	Nickey Gregory Company, Inc. Contact(s): Vicki Gilbert Location: 16 Forest Pkwy Bldg M Forest Park, Georgia 30297-2001, United States
Shipper:	Nickey Gregory Company LLC
Operation Type:	Packinghouse
Audit Type:	Announced Audit
Audit Executive Summary:	The facility receives, stores and ships packaged produce to local customers, usually in a company owned and operated truck fleet. Products are re-packed as needed per customer specifications in two re-packing rooms. There are no primary packing or product washing steps. Products were observed being repacked from original bulk cartons into smaller new cartons. Re packed products receive fresh tracking codes which are traceable to original coding applied when products are initially received into the facility. Work was performed at stainless steel tables. There were 50 employees present during the audit with up to 65 available on busy days. The facility encompasses 100,000 sq ft with 84352 sq ft of cooler space available. Water is sourced from a municipal pipeline. An ice maker is available for occasional top icing. Ice application was not observed during the audit. Banana ripening rooms are also available where ethylene gas is used in the ripening process. Allergens being stored during the audit included peanuts and tree nuts. A HACCP analysis has been conducted with no critical control points identified. Participating in the on-site audit were Vicki Gilbert, VP of Food Safety, Brenda Zettlemoyer, Food Safety Director and Ryan Moody, Warehouse Manager.
Date Documentation Review Started:	13 Dec 2024 09:30
Date Documentation Review Finished:	13 Dec 2024 16:15
Total Amount of Time on the Documentation Review:	6.25 Hours
Date Visual Inspection Started:	13 Dec 2024 08:00
Date Visual Inspection Finished:	13 Dec 2024 09:30
Total Amount of Time on Visual Inspection:	1.50 Hours
Addendum(s) included in the audit:	Not Applicable

Product(s) observed during audit:	Spinach, Lettuce, Bananas, Broccoli, Strawberries, Celery, Cabbages, Fruits, Peaches, Tomatoes, Bell Peppers, Cucumbers, Raspberries, Squashes, Kale, Cauliflower, Parsley (Herb), Cilantro, Blackberries, Endives, Radishes, Anise Hyssop (Herb), Apples, Apricots, Asparagus, Avocados, Bok Choy, Carrots, Beans, Chard, Cherries, Peas, Cranberries, Figs, Garlic, Grapefruit, Green Bean, Onions, Honeydew, Jicama, Yam Beans / Jicama, Kiwifruits, Leeks, Lemons, Mangoes, Melons, Mushrooms, Mustard Green, Turnips, Napa Cabbage, Okras, Oranges, Papayas, Pears, Pineapples, Plums, Pomegranates, Pumpkins, Radicchio, Collard Greens, Mint (Herb), Nectarines, Blueberries, Citrus, Fennel, Vegetables, Sage (Herb), Thyme (Herb), Rosemary (Herb), Sorrel (Herb), Dill (Herb), Lemongrass, Lemon Thyme, Grapes (Table), Spring Mix, Fruits & Vegetables, Capsicums (Peppers / Chillies), Basil (Herb), Microgreens, Broccolini, Bilberries, Clementines, Parsnips, Plantains, Coconuts, Ginger, Yams, Kumquat, Rhubarb, Tomatillos, Frisee, Sweetcorn, Cashews, Edible Flowers, Shallots, Gourds (Edible), Horseradish, Artichokes, Kiwis, Peanuts, Capsicums (Peppers / Chillies), Variety Roots, Jerusalem Artichokes, Globe Artichokes, Asian Pears, Walnuts, Courgettes (Zucchini, Marrow), English Cucumber, Limes, Brussels Sprouts, Laurel / Bay Leaves (Herb), Zucchini, Herbs - Misc, Head Lettuce (Butterhead), Ginger Root, Broccoli, Broccoli Romanesco, Green Onions, Mandarins, Eggplant/Aubergine, Beetroots, Daikon, Arugula / Rocket (Herb), Potatoes, Chives (Herb), Corn, Green Leaf, Tangerines, Tofu, American Persimmon, Curled Parsley, Corn (Indian), Belgian Endive, Cayenne Pepper, Curly Endives, Jalapeno Pepper, Sunchoke, Yuca Root, Baby Leaf Spinach, Leaf Spinach, French Beans, Grapes, Grape Tomatoes , American Cantaloupe, Habanero, Anaheim Pepper, Broccoli Rabe, Guajillo Peppers, American Cucumber, Eggs, Banana Pepper				
Similar product(s)/process(es) not observed:	None				
Product(s) applied for but not observed:	None				
Auditor:	Calen Frantz (Primus Auditing Operations)				
Preliminary Audit Score:	99%				
Final Audit Score:	100%				
Certificate Valid From:	20 Jan 2025 To 19 Jan 2026				
GPS Coordinates:	<table border="1"> <thead> <tr> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>33° 37' 20"</td> <td>84° 23' 18"</td> </tr> </tbody> </table>  Click here to see map	Latitude	Longitude	33° 37' 20"	84° 23' 18"
Latitude	Longitude				
33° 37' 20"	84° 23' 18"				

FSMA Summary Report

[View Certificate](#)

[Corrective Action Activity](#)

Information related to the audited operation

Total number of workers for the operation:	50	Maximum worker number during peak season:	65
Number of lines in normal production:	2	Number of lines running during the audit:	2
Facility Size:	100000 Square feet	Facility Environment Conditions:	Dry Environment Only, Wet- Single Pass Water Use with Product contact
Allergens:	Yes	Allergen type(s):	Tree Nuts, Peanut
Temperature Controlled Storage:	Yes	Was an anti-microbial used in the water/ice?	NA
Water Source:	Municipal/District	Antimicrobial Used:	
Is cooling equipment used?	No		
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
American Cantaloupe	Observed on the day of audit	Year round	United States
American Cucumber	Observed on the day of audit	Year round	United States
American Persimmon	Observed on the day of audit	Year round	United States
Anaheim Pepper	Observed on the day of audit	Year round	United States
Anise Hyssop (Herb)	Observed on the day of audit	Year round	United States
Apples	Observed on the day of audit	Year round	United States
Apricots	Observed on the day of audit	Year round	United States
Arugula / Rocket (Herb)	Observed on the day of audit	Year round	United States
Asian Pears	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
Baby Leaf Spinach	Observed on the day of audit	Year round	United States
Banana Pepper	Observed on the day of audit	Year round	United States
Bananas	Observed on the day of audit	Year round	United States
Basil (Herb)	Observed on the day of audit	Year round	United States
Laurel / Bay Leaves (Herb)	Observed on the day of audit	Year round	United States
Beans	Observed on the day of audit	Year round	United States
Beetroots	Observed on the day of audit	Year round	United States
Belgian Endive	Observed on the day of audit	Year round	United States
Bell Peppers	Observed on the day of audit	Year round	United States
Bilberries	Observed on the day of audit	Year round	United States
Blackberries	Observed on the day of audit	Year round	United States
Blueberries	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	Observed on the day of audit	Year round	United States
Broccoli	Observed on the day of audit	Year round	United States
Broccolini	Observed on the day of audit	Year round	United States
Brussels Sprouts	Observed on the day of audit	Year round	United States
Head Lettuce (Butterhead)	Observed on the day of audit	Year round	United States
Cabbages	Observed on the day of audit	Year round	United States
Napa Cabbage	Observed on the day of audit	Year round	United States
Artichokes	Observed on the day of audit	Year round	United States
Carrots	Observed on the day of audit	Year round	United States

Cashews	Observed on the day of audit	Year round	United States
Cauliflower	Observed on the day of audit	Year round	United States
Cayenne Pepper	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
Capsicums (Peppers / Chillies)	Observed on the day of audit	Year round	United States
Capsicums (Peppers / Chillies)	Observed on the day of audit	Year round	United States
Chives (Herb)	Observed on the day of audit	Year round	United States
Cilantro	Observed on the day of audit	Year round	United States
Citrus	Observed on the day of audit	Year round	United States
Clementines	Observed on the day of audit	Year round	United States
Coconuts	Observed on the day of audit	Year round	United States
Collard Greens	Observed on the day of audit	Year round	United States
Corn (Indian)	Observed on the day of audit	Year round	United States
Corn	Observed on the day of audit	Year round	United States
Cranberries	Observed on the day of audit	Year round	United States
English Cucumber	Observed on the day of audit	Year round	United States
Cucumbers	Observed on the day of audit	Year round	United States
Herbs - Misc	Observed on the day of audit	Year round	United States
Curled Parsley	Observed on the day of audit	Year round	United States
Curly Endives	Observed on the day of audit	Year round	United States
Daikon	Observed on the day of audit	Year round	United States
Dill (Herb)	Observed on the day of audit	Year round	United States
Edible Flowers	Observed on the day of audit	Year round	United States
Eggs	Observed on the day of audit	Year round	United States
Eggplant/Aubergine	Observed on the day of audit	Year round	United States
Endives	Observed on the day of audit	Year round	United States
Fennel	Observed on the day of audit	Year round	United States
Figs	Observed on the day of audit	Year round	United States
French Beans	Observed on the day of audit	Year round	United States
Frisee	Observed on the day of audit	Year round	United States
Fruits	Observed on the day of audit	Year round	United States
Ginger Root	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 (Edible)	Observed on the day of audit	Year round	United States
Grape Tomatoes	Observed on the day of audit	Year round	United States
Grapefruit	Observed on the day of audit	Year round	United States
Grapes	Observed on the day of audit	Year round	United States
Green Bean	Observed on the day of audit	Year round	United States
Green Leaf	Observed on the day of audit	Year round	United States
Green Onions	Observed on the day of audit	Year round	United States
Spring Mix	Observed on the day of audit	Year round	United States
Guajillo Peppers	Observed on the day of audit	Year round	United States
Habanero	Observed on the day of audit	Year round	United States
Honeydew	Observed on the day of audit	Year round	United States
Horseradish	Observed on the day of audit	Year round	United States
Jalapeno Pepper	Observed on the day of audit	Year round	United States
Jerusalem Artichokes	Observed on the day of audit	Year round	United States
Jicama	Observed on the day of audit	Year round	United States
Yam Beans / Jicama	Observed on the day of audit	Year round	United States
Kale	Observed on the day of audit	Year round	United States
Kiwifruits	Observed on the day of audit	Year round	United States
Kiwis	Observed on the day of audit	Year round	United States
Kumquat	Observed on the day of audit	Year round	United States
Leaf Spinach	Observed on the day of audit	Year round	United States
Leeks	Observed on the day of audit	Year round	United States
Lemongrass	Observed on the day of audit	Year round	United States
Lemon Thyme	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
Mandarins	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
Mint (Herb)	Observed on the day of audit	Year round	United States
Mushrooms	Observed on the day of audit	Year round	United States

Mustard Green	Observed on the day of audit	Year round	United States
Nectarines	Observed on the day of audit	Year round	United States
Okras	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 (Herb)	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
Peanuts	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
Pomegranates	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
Radicchio	Observed on the day of audit	Year round	United States
Radishes	Observed on the day of audit	Year round	United States
Raspberries	Observed on the day of audit	Year round	United States
Rhubarb	Observed on the day of audit	Year round	United States
Broccoli Romanesco	Observed on the day of audit	Year round	United States
Variety Roots	Observed on the day of audit	Year round	United States
Rosemary (Herb)	Observed on the day of audit	Year round	United States
Sage (Herb)	Observed on the day of audit	Year round	United States
Shallots	Observed on the day of audit	Year round	United States
Sorrel (Herb)	Observed on the day of audit	Year round	United States
Spinach	Observed on the day of audit	Year round	United States
Squashes	Observed on the day of audit	Year round	United States
Strawberries	Observed on the day of audit	Year round	United States
Sunchoke	Observed on the day of audit	Year round	United States
Sweetcorn	Observed on the day of audit	Year round	United States
Grapes (Table)	Observed on the day of audit	Year round	United States

Tangerines	Observed on the day of audit	Year round	United States
Thyme (Herb)	Observed on the day of audit	Year round	United States
Tofu	Observed on the day of audit	Year round	United States
Tomatillos	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
Fruits & Vegetables	Observed on the day of audit	Year round	United States
Walnuts	Observed on the day of audit	Year round	United States
Yams	Observed on the day of audit	Year round	United States
Yuca Root	Observed on the day of audit	Year round	United States
Courgettes (Zucchini, Marrow)	Observed on the day of audit	Year round	United States
Zucchini	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:	248	Score:	248
	Possible Points:	248	Possible Points:	248
	Percent Score:	100%	Percent Score:	100%
Module 5 - Good Manufacturing Practices Requirements	Score:	1173	Score:	1185
	Possible Points:	1185	Possible Points:	1185
	Percent Score:	98%	Percent Score:	100%
Module 6 - HACCP System Requirements	Score:	95	Score:	95
	Possible Points:	95	Possible Points:	95
	Percent Score:	100%	Percent Score:	100%
TOTAL	Score:	1516	Score:	1528
	Possible Points:	1528	Possible Points:	1528
	Percent Score:	99%	Percent Score:	100%

Non-Conformance Summary By Court	Pre-Corrective Action Non-Conformances	Post Corrective Action Open Non-Conformances
Food Safety Management System Requirements	0	0
Module 5 - Good Manufacturing Practices Requirements	3	0
Module 6 - HACCP System Requirements	0	0
TOTAL	3	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, the company's food safety policy statement has been signed by senior management on 11 NOV 2024 and is posted at the sales office and by the time clock.</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, the organizational chart includes all personnel involved in the food safety program, including notes on their job titles and responsibilities. The chart was reviewed 09 AUG 2024.</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, the food safety committee includes Vicki Gilbert, Brenda Zettlemoyer, Ryan Moody, Raymond Zettlemoyer, Mauricio Moreno, Scott Chapman, Christina Moody and Robert Akins. The committee meets on a quarterly schedule with minutes of recent meetings dated 27 NOV, 07 AUG and 30 MAY 2024. Meetings generally cover a wide-ranging program review.</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, the training program procedures are outlined in document 5.16.09. A training matrix is available in Excel format showing training expectations for all employees.	
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, procedures for these reviews are included in document 5.1. The most recent review was completed on 03 DEC 2024 with review items including, but not limited to, approved suppliers, internal and external audit findings, the HACCP program and the organizational chart. Operational changes noted in the review included removal of the tomato packing equipment, the use of contracted cleaning services and contracted truckers. A printed food safety budget for 2025 is also on file.	
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, relevant industry guidelines, such as documentation of FSML requirements, are on file.	
FSMS	Control of Documents and Records	
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 1.2.1 indicates that the food safety and operational managers have responsibility for document management. Procedures cover all aspects of this function, including, for example document storage and handling of revisions.	
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, per document 1.2.1, records are to be stored a minimum of 2 years or longer as needed to meet legal requirements.	
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, hard copies of documents and records are stored in a secured office. Digital versions are stored in a password protected computer. The Produce Pro system is used to generate and store records related to product tracking.	
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, hard copies are stored in indexed, tabbed binders or file drawers. Records were retrieved promptly throughout the audit.	
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, all records and test results were signed off by Vicki Gilbert and/or Brenda Zettlemoyer.	
FSMS	Procedures and Corrective Actions	

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, document 1.3.1 covers preparation of standard operating procedures, including notes on required content items.	
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, a central master hard copy is stored at the company office. Digital versions are stored on a removable hard drive used for periodic backups. Procedures are made available as needed.	
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 action procedures in document 1.03.03 include instructions for using the corrective action log for record keeping.	
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, a NUOCA log is available. According to the food safety director, there have been no events to report.	
FSMS Internal and External Inspections		
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, internal auditing procedures are included in document 1.04.01. Internal audits are scheduled quarterly with the food safety manager responsible for their completion.	
1.04.02	Question: Are there written procedures for handling regulatory inspections?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes, document 2.1.1 covers all aspects of regulatory inspections, including, for example, credential verification, inspector escort, photography, duplicate sampling and follow-up activities.	
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, records of regulatory inspections include the 22 FEB 2024 Manufactured Food Inspection conducted by the GA Department of Agriculture. There were no negative findings. Records of contracted inspections include last year's Primus GFS audit, conducted on 01 DEC 2023 with records of findings and corrective actions.	
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, document 2.5.5 includes calibration procedures for the quaternary ammonia pump equipment (daily verification with test strips), ATP luminometer (monthly) and thermometers (monthly verification using a NIST thermometer and an ice slurry).	

1.04.05	<p>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?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, calibration records verified during the audit included daily quaternary ammonia sanitizer verifications, ATP luminometer calibration records dated 26 NOV and 25 OCT 2024, and thermometer calibration records covering 2 NIST thermometers and 35 probe/room thermometers. Most recent thermometer records were dated 04 DEC 2024.</p>	

FSMS	Release of Items/Product
------	--------------------------

1.05.01	<p>Question: Is there a documented product release procedure available?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, procedures in document 1.05.03 indicate product can be released after all food safety evaluations have been completed. The "Product Release Log" is the final release document. It includes details of bill of lading and invoice identifiers for all shipments.</p>	

1.05.02	<p>Question: Are there records of product releases kept on file?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, bills of lading and Product Release Logs are kept on file.</p>	

1.05.03	<p>Question: Is there a documented procedure for handling on hold and rejected items?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, handling of on-hold and rejected items is addressed in document 2.2.4, including instructions for isolation and tagging of affected products.</p>	

1.05.04	<p>Question: Are there records of the handling of on hold and rejected items kept on file?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
	<p>Auditor Comments: N/A, score not affected. There have been no instances of products being rejected or put on hold.</p>	

1.05.05	<p>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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, customer complaint procedures are included in document 2.5.1. The sales department is responsible for processing and documenting such complaints.</p>	

FSMS	Supplier Monitoring/Control
------	-----------------------------

1.06.01	<p>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.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, procedures for supplier approval, monitoring and review are included in document 2.2.5. A flow chart of this process is included.</p>	

1.06.02	<p>Question: Is there a list of approved suppliers and service providers including justification for use of any emergency (temporary) suppliers or providers?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, a list of all approved suppliers is on file, including, for example, B&W Quality Growers (supplier of arugula observed in storage), Orora Packaging Solutions (cartons used in re-packing) and Interstate Nationallease (contracted preventive maintenance for the truck fleet).</p>	

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, supplier requirements are detailed by supplier type in document 2.2.5.	
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, supplier documentation was verified for B& W Quality Growers (Global GAP audit certificate expiring 15 OCT 2025), Orora Packaging Solutions (NSF audit against SQF Food Safety Code: Manufacture of Food Packaging, Edition 9, expiring 18 JAN 2025) and Interstate Nationallease (W9 Form with Taxpayer ID, full details of confidential lease agreements are kept in the Executive Office).	
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, testing is performed by Primus Labs, which holds A2LA accreditation against ISO 17025:2017 standards (certificate 3572.01, expiring 31 MAR 2026). A current scope of accreditation is on file covering all tests performed.	
FSMS	Traceability and Recall	
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, document 2.2.1 includes an explanation of lot number coding with written procedures for generating lot codes and examples of tags and records generated by the Produce Pro tracking software.	
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, document 2.2.1 includes a discussion of recall classes, recall procedures, recall team membership and responsibilities. Model forms are included. The recall team contact list includes alternates and information for the local FDA and GA Dept of Agriculture offices.	
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, the most recent test recall was conducted 25 JUN 2024. The facility was able to account for 100% of the test lot in 45 minutes. Documentation is sufficient to verify the ability to track product back to the source and forward to all receiving customers. The previous test was conducted 28 DEC 2023, involving a test lot of packing materials. This test had similar results and documentation.	
FSMS	Food Defense	
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, the food fraud vulnerability assessment was reviewed 22 NOV 2024. Risks of data corruption are addressed by frequent password changes required by company policies.	
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, the food defense assessment was reviewed 22 NOV 2024, covering such items as the site, personnel, receiving/shipping, etc. The food defense plan is detailed in document 3.1.1-4, including notes on contracted in-house security for non-working hours.	

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, records associated with the food defense program include inspection records, visitor logs and key-holder logs, among others. The facility is registered with the FDA under the Bioterrorism Act (# 11656604042, expiring 31 DEC 2024).	
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, emergency contact lists are posted in the facility.	
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, this requirement is included in the visitor log.	

GMP	General GMP
------------	--------------------

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, all chemicals were stored in secured cabinets. Ethylene used in banana ripening was stored separately from other chemicals.	
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, food grade and non-food grade chemicals were used according to their labels.	
5.01.03	Question: Are signs supporting GMPs posted appropriately?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, signs were posted appropriately, including, for example, hand washing reminders, designated storage and break areas, etc.	
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, external doors are controlled by key fobs or a monitored doorbell. Security cameras are in use.	

GMP	Pest Control
------------	---------------------

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 were free of signs of pest activity.	
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, packing materials were free of signs of pest activity.	

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 packing and storage areas were free of signs of pest activity.	
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 area immediately outside the facility was free of signs of pest infestation.	
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, a professional pest control operator, Proger Solutions, provides this service.	
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, poison bait stations were located only outside the facility. Interior devices included physical traps (tin cats).	
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, all devices inspected were clean and intact. Monitoring cards are marked indicating weekly inspection of tin cats and monthly service of bait stations. All monitoring is performed by the contractor.	
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, devices were adequate in number and location. For example they were located within 6 feet of either side of exterior doors.	
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, all devices bore identifiers that corresponded to wall placards showing their intended locations.	
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, tin cat gates were operational. Bait stations were weighted.	

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, product storage and handling did not present cross contamination issues. Wet, iced product is stored only in the wet box. Except for the re-packing area, products are handled in a box in/box out manner.	

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, only fresh produce and items required for its re-packing and handling were stored.	
5.03.03	Question: Are rejected or on hold materials clearly identified and separated from other materials?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. There were no on-hold or rejected items. A designated locked trailer located in the parking lot is used to isolate such items when necessary.	
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, there were no signs of adulteration or excessive spoilage.	
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 areas were clean.	
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, all incoming items, including produce and packaging, are tagged with lot identifiers generated by the Produce Pro tracking system. Traceability of this coding was verified during the audit.	
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, there were no out-of-date items.	
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 are held at temperatures appropriate for the commodities being stored.	
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, score not affected. Packing materials are not stored outside.	
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: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, produce is generally handled in a box in/box out manner except in repacking. Product flow in the repack rooms was such that finished packages were not exposed to incoming product.	
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, there were no evident overhead contamination issues.	

5.04.03	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, the repacking rooms were clean.</p>	
5.04.04	<p>Question: Where facilities are not completely enclosed, are there measures in place to mitigate potential hazards?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
	<p>Auditor Comments: N/A, score not affected. The facility is completely enclosed.</p>	
5.04.05	<p>Question: Is all re-work / re-packaging handled correctly?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, box to box re-packing using gloved hands was observed in both repacking rooms. Tomatoes were re-packed after removing UPC stickers while peppers and zucchinis were packed into smaller cartons per customer specifications. Lot identification was verified for the three lots of bell peppers and packaging being used in creating packages of stop-light peppers. Packing tables are cleaned and sanitized with quaternary ammonia after each re-packing job is completed (lot breaks).</p>	
5.04.06	<p>Question: Are raw ingredients examined before use?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, re-packed items were inspected before they were re-packed. Tomatoes with slight blemishes were observed being discarded as culls.</p>	
5.04.07	<p>Question: Are finished products coded (carton and unit packaging) for the day of production?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, for re-packed items, a new lot number is generated for each product by the Produce Pro system. This lot number is linked to original lot identifiers. All cartons of re-packed items received stickers with this new lot identifier.</p>	
5.04.08	<p>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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, visual inspection is used.</p>	
5.04.09	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, the concentration of the quaternary ammonia sanitizer used by the cleaning crew and re-packing personnel is monitored using LaMotte HR QAC QR Test Strips (lot 417206, expiring 7/26). The concentration was verified at 1000 ppm during the audit.</p>	
5.04.10	<p>Question: Are hand washing stations adequate in number and appropriately located for worker access and monitoring usage?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, there were a total of 9 sinks available for up to 65 employees. In addition to sinks located in each restroom, multi-user sinks were available at each re-packing room and on the receiving and shipping docks.</p>	
5.04.11	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, sinks were adequately stocked with warm water, unscented soap and disposable towels. Sinks inside restrooms were supplied with hot air hand dryers.</p>	

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, there were a total of 11 toilets and urinals for up to 65 employees.	
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, hand sanitizer dispensers are available in all work areas, being located near hand wash stations and allergen handling areas.	
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, score not affected. Foot baths are not required for this type of operation.	
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, there were no inappropriate uses of product cartons.	
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, trash cans are marked according to their intended use.	
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, temperature controls and the quarternary ammonia injector appeared to be working properly.	
GMP	Worker Practices	
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, employees were observed washing their hands after using the restroom.	
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, fingernail issues were not observed.	
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, these symptoms were not observed.	
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, all employees wore hair- and/or beard-nets appropriately.	

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, there was no exposed jewelry.	
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, workers in the re-pack areas wore disposable nitrile gloves, plastic sleeves and plastic aprons. Workers in the warehouse wore clean clothing.	
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: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes, employees observed in the break room were not wearing protective garments.	
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, trash cans are available for discarding protective garments.	
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, lockers are available in the break area for storing personal items.	
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, these activities were observed only in the break room.	
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, drinking water is made available.	
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, top pocket issues were not noted.	
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, three adequately stocked first aid kits are available.	
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, including stainless steel table tops in the re-packing rooms, were free of such items.	

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 such items.	
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 surfaces included smooth stainless steel table tops in the re-packing rooms.	
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, back up thermometers were present in the cold rooms.	
5.06.05	Question: Are all thermometers non-glass and non-mercury?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, digital backup thermometers were used.	

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, including stainless steel table tops in the re-packing rooms, were clean.	
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 clean.	
5.07.03	Question: Are items (totes, bins, etc.) that are used to hold or store product clean?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. Products are handled in their original or re-packed containers. Products are not stored in totes or bins.	
5.07.04	Question: During cleaning, are food products and packaging materials protected from contamination?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, the use of the floor scrubber in the wet box did not present any cross contamination issues. Cleaning of re-packing tables between lots was completed with the food contact surfaces being dried with disposable paper towels before the new lot was placed on the table.	
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 clean and free of 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, fan guards were free of dust.	

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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. There was no unused equipment.	
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, hoses were stored off the floor.	
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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. Maintenance tools were not observed in the re-packing or storage areas.	
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, there were no signs of excessive lubrication.	
GMP General Cleaning		
5.08.01	Question: Are spills cleaned up immediately?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. This could not be evaluated as there were no spills.	
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, there were no accumulations of trash in the facility.	
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, floor drains were grated. All appeared to be clean and free of drainage issues.	
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, overhead areas appeared clean.	
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, plastic strip curtains were clean and properly mounted.	
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, goggles and gloves are available in the chemical storage area.	

5.08.07	Question: Is cleaning equipment maintained clean and stored properly?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes, cleaning tools were observed stored hanging head down.	
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, a color code is used to indicate where cleaning tools are to be used. The color code is posted. All tools were stored inside their designated areas.	
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, there were no inappropriate types of cleaning tools.	
5.08.10	Question: Are toilet facilities and hand washing stations clean?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, toilets and hand washing sinks were clean.	
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, the break room was clean.	
5.08.12	Question: Is the maintenance shop organized, with equipment and spares stored in a neat and tidy fashion?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. There is no maintenance shop, per se.	
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, forklifts were clean and did not present cross contamination issues.	
5.08.14	Question: Are shipping trucks clean and in good condition?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. Shipping trucks were not available for evaluation.	

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, light fixtures were fitted with shatterproof LED bulbs or included shielded fluorescent bulbs.	
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, there were no uncontrolled foreign material issues.	

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, there were no wooden items or surfaces.										
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.										
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, ventilation was adequate.										
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: Minor. A low level of pitting was observed in several storage rooms. There were no significant debris trapping cracks. There was evidence of repair on some cracked floors.										
<table border="1" style="width: 100%;"> <tr> <td colspan="2">Auditee Comments: The pitting that was observed in the storage rooms have been filled by our maintenance department. Please see attached pictures of the repairs.</td> <td style="text-align: right;">View Files</td> </tr> <tr> <td colspan="2"></td> <td style="text-align: center;">CA Accepted?</td> </tr> <tr> <td colspan="2">CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes before and after photos showing the pitted floor areas have been repaired.</td> <td style="text-align: center;">Yes</td> </tr> </table>			Auditee Comments: The pitting that was observed in the storage rooms have been filled by our maintenance department. Please see attached pictures of the repairs.		View Files			CA Accepted?	CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes before and after photos showing the pitted floor areas have been repaired.		Yes
Auditee Comments: The pitting that was observed in the storage rooms have been filled by our maintenance department. Please see attached pictures of the repairs.		View Files									
		CA Accepted?									
CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes before and after photos showing the pitted floor areas have been repaired.		Yes									
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, floor drains were present in all storage areas, notably in the wet box.										
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, closed exterior doors were pest proof.										
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, buffers were in good condition.										

5.09.10	<p>Question: Are dock load levelers and buffers/shelters maintained in good condition, pest proof and debris free?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Major. Pest exclusion brushes were missing from several load levelers. This equipment was generally clean and in good condition.</p>	
<p>Auditee Comments: Our Maintenance Director was able to find some thinner brushes for the load levelers/dock boards that have a narrower space on some of the dock boards. The load levelers/dock boards that were too narrow for any size brushes, we found flexible plastic to use that helps prevent any rodents or pests from coming into the warehouse. The flexible plastic is working great. Please see attached pictures.</p>		<p>View Files</p>
<p>CA/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes before and after photos showing the load levelers with pest prevention brushes or strips now in place.</p>		<p>CA Accepted? Yes</p>
5.09.11	<p>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)?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, there were no pest entry issues noted on exterior walls and drains.</p>	
5.09.12	<p>Question: Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, there were no crack and crevice issues observed inside the facility.</p>	
5.09.13	<p>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?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, an 18" wall perimeter is maintained throughout the facility.</p>	
5.09.14	<p>Question: Is the exterior area immediately outside the facility, including roads, yards and parking areas, free of litter, weeds and standing water?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, the area immediately outside the facility was neat and well maintained.</p>	
5.09.15	<p>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)?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
	<p>Auditor Comments: N/A, score not affected. There was no outdoor storage.</p>	
5.09.16	<p>Question: Are pallets inspected to separate and replace dirty or broken pallets, and broken or dirty pallets are not in use?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, there were no broken or dirty pallets in use.</p>	
5.09.17	<p>Question: Is the area around the dumpster/cull truck/trash area clean?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, the area around the trash compactors was clean.</p>	
5.09.18	<p>Question: Are outside garbage receptacles and dumpsters kept covered or closed?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Yes, dumpsters are available in the form of trash compactors which are covered.</p>	

5.09.19	Question: Are all water lines protected against back siphonage?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes, hose bibs are protected.	
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, score not affected. There is 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, the site plan was reviewed 11 NOV 2024. It shows the facility location, adjacent land uses, nearby businesses, roads and water fixtures.	

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 includes overlays showing room identifiers, floor drain locations, traffic flow patterns and water fixtures.	

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 "Building M Location Risk Assessment" was reviewed 20 NOV 2024, assessing risks up to approximately 1 mile away within the state farmers market. Mitigation practices are noted for identified hazards, such as the pest control program implemented to avoid issues associated with a nearby outlet for pottery and plants or with the open-air stalls in the old market.	

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: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes, a certificate of backflow inspection was issued 19 JUL 2024 by Robert Akins (inspector certificate #BPAT-022840).	

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, Brenda Zettlemoyer has this responsibility as food safety director. She is supervised and assisted by Vicki Gilbert as VP of food safety. Both completed HACCP training on 08 OCT 2020.	

GMP	Chemical Files
------------	-----------------------

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, legible labels were present on all original containers. The pest control operator's specimen label file was complete.	

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, the "Chemical Inventory Log", covering cleaning chemicals and ethylene gas is completed monthly. Recent records are dated 06 DEC, 06 NOV and 04 OCT 2024.	
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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. There are no recirculated or batch water systems in use.	

GMP	Pest Control Documentation
------------	-----------------------------------

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 service provided by Proger Solutions is documented in an ongoing service agreement dated 20 OCT 2021 which specifies weekly service of interior devices and monthly service of bait stations targeting insects and rodents. A certificate of insurance, expiring 07 AUG 2025, is on file along with applicator license information for the technician, Roger Rafuls (#SP31337, expiring 30 JUN 2025).	
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 diagram was updated 06 DEC 2024. It was verified during the audit.	
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, in addition to quarterly trend analyses, weekly service reports indicate weekly service of tin cats on 12 DEC, 02 DEC, 25 NOV and 18 NOV 2024. Bait station service, including bait replacements, was documented on 02 DEC and 04 NOV.	

GMP	Operation Monitoring Records
------------	-------------------------------------

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, inspection data for incoming produce and packaging is recorded in the Produce Pro system. This was verified for baby arugula observed in storage and for lemon/lime cartons in use in the re-pack room.	
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, these inspection points are included in the Produce Pro inspection records.	
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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A, score not affected. There are no process monitoring activities.	

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, score not affected. There are no product contact water applications. Auditor failed to include in the non-conformity summary that antimicrobial concentrations in the ice used for occasional top-icing is not monitored. That ice is produced from municipal water which should have measurable residual chlorine in it.	
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, score not affected. There are no recirculated or batch water systems.	
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, checks of the hand sanitizers are noted on the daily pre-operation inspection record.	
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, score not affected. Cutting tools are not used.	
5.13.08	Question: Is there a pre-operation inspection log?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, the "Pre-Operation/Daily Startup Log" is up to date. Inspections cover employees and all parts of the facility.	
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, recent quarterly internal audits have been completed using the current Primus GFS checklist. Audits were performed by Vicki Gilbert on 04 OCT and 24 JUL 2024 and verified by Brenda Zettlemyer.	
GMP Maintenance & Sanitation Files		
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, preventive maintenance procedures are included in document 2.6.1 which notes the use of contractors for maintenance of forklifts, cooling equipment and trucks. A schedule is available showing the frequency of services and contractors responsible for each job.	
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, in-house repair work is documented in work orders, including, for example repairs to a pallet jack on 05 DEC 2024. Contractor invoices are also kept on file to document their maintenance activities.	
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, these activities are noted on work orders as appropriate.	

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 covers daily, weekly, monthly, quarterly and semi/annual cleaning jobs and specifies those responsible for completion.	
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, a series of 8 SSOPs is available covering all parts of the operation: facility, ice machine, restroom/breakroom, trucks, re-pack areas, floors, etc.	
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, cleaning records are kept separately for each cleaning interval. Records were verified for daily cleaning of floors, "rat runs" and drains. Cleaning logs for re-packing tables include details of cleaning during lot breaks. Cleaning records for the truck fleet were also verified. Invoices from Multemp Service include details of procedures for monthly cleaning of the ice machine.	
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, these records are kept in the "Quaternary Ammonia Sanitation Spray Testing" log. Tests are recorded daily at each mixing station.	
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, monthly cleaning of the ice maker is documented contractor invoices from Multemp Service, which also include an outline of the cleaning procedure.	
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, cleaning logs indicate floor drains are cleaned daily.	
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, score not affected. There are no air filtration activities.	
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, invoices from Multemp Service document service and cleaning of cooling equipment, such as service calls on 06 DEC and 07 NOV 2024.	
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, these procedures are outlined in document 2.28.08. The food safety and operations managers are responsible for their completion. Hygiene System EnSure equipment is used in weekly testing of two tables and one scale selected at random. Test results < 30 RLU are acceptable. Records were verified for 06 DEC, 29 NOV and 22 NOV 2024. All results were in the acceptable range.	

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, these procedures are included in document 2.1.2. The glass register is verified monthly with recent records dated 11 DEC, 14 NOV and 18 OCT 2024.	

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, new employees are required to sign a copy of "Personnel Food Safety Hygiene" policies. Records were verified for recently hired Gemuel Perez who signed the policies on 05 NOV 2024.	

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, on-going training is provided monthly following a planned rotation of training topics. Most recently, on-hold procedures, regulatory inspection procedures and hygiene policies were reviewed with delivery drivers on 10 DEC 2024.	

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, an outline for this training program is included in SOP 2.7.5. Sanitizer use was reviewed on 09 OCT 2024, while cleaning procedures were reviewed on 22 OCT 2024.	

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, these policies are included in items XI and XII in "Personnel Food Safety Hygiene" policies, as well as in the employee handbook. Following an illness or injury lasting 3 days or longer, a doctor's release is required to return to work.	

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, these policies are included in the employee handbook. According to the food safety manager, there have been no events warranting disciplinary actions.	

5.15.06	Question: Are visitors and contractors required to sign a log stating that they will comply with the operations' personal hygiene and health requirements?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Yes, these policies are noted on the visitor log and in SOP 2.7.6.	

GMP	Testing
------------	----------------

5.16.01	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?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, procedures in document 2.8.1b indicate that samples will be tested monthly from zones 1 and 2 (Listeria sp, generic E. coli and Salmonella sp), while samples from Zones 3 and 4 will be tested only for Listeria sp. Samples are collected from a preselected rotation of sites. Document 2.8.2 addresses quarterly testing of water and ice by Primus Labs using method SM 9223B for total coliforms and generic E. coli. Samples are to be collected from 8 outlets in the facility.	

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: Major. Corrective actions for failed water tests do not provide for using an alternate water source in the event of a bad result from a hand washing sink. Corrective actions noted in document 2.8.1b include re-cleaning the failed test site and vector sampling until 3 consecutive acceptable test results are obtained. Document 2.8.2 indicates that following a failed water test, the source will be re-tested until a passing result is obtained. In the case of ice, its use is discontinued until a passing result is obtained.</p>							
	<table border="1"> <tr> <td data-bbox="253 380 1208 470"> <p>Auditee Comments: Attached is the revised Water Microbiological Testing SOP, Doc #2.8.2b, providing step by step procedures in the event of positive result from a water source, using an alternate water source. Please see attached SOP.</p> </td> <td data-bbox="1208 380 1515 470" style="text-align: center;"> View Files </td> </tr> <tr> <td data-bbox="253 470 1208 506"></td> <td data-bbox="1208 470 1515 506" style="text-align: center;">CA Accepted?</td> </tr> <tr> <td data-bbox="253 506 1208 596"> <p>CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes document 2.8.2 which includes updated corrective action plans for unacceptable water testing results.</p> </td> <td data-bbox="1208 506 1515 596" style="text-align: center;">Yes</td> </tr> </table>		<p>Auditee Comments: Attached is the revised Water Microbiological Testing SOP, Doc #2.8.2b, providing step by step procedures in the event of positive result from a water source, using an alternate water source. Please see attached SOP.</p>	View Files		CA Accepted?	<p>CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes document 2.8.2 which includes updated corrective action plans for unacceptable water testing results.</p>	Yes
<p>Auditee Comments: Attached is the revised Water Microbiological Testing SOP, Doc #2.8.2b, providing step by step procedures in the event of positive result from a water source, using an alternate water source. Please see attached SOP.</p>	View Files							
	CA Accepted?							
<p>CB/Auditor Review Comments: Accepted. Evidence of corrective action submitted includes document 2.8.2 which includes updated corrective action plans for unacceptable water testing results.</p>	Yes							
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, test results from facility swabs indicate written procedures were followed in tests reported 02 DEC, 13 NOV, 17 OCT, 19 SEP and 06 AUG 2024. All test results were negative except a presumptive positive for Listeria sp in one swab on 13 NOV. Testing was performed by Primus Labs using methods AOAC 991.14 (generic E. coli), AOAC RI 081401 (Listeria sp) and AOAC 2013.02 (Salmonella sp).</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 from 8 outlets in the facility was tested by Primus Labs for total coliforms and generic E. coli using method SM 9223B on 14 NOV, 06 AUG, 07 MAY and 12 FEB 2024. All test results were 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: 15 Points Scored: 15 Score: Total Compliance</p>						
	<p>Auditor Comments: Yes, ice from the ice machine was tested by Primus Labs for total coliforms and generic E. coli using method SM 9223B on 14 NOV, 06 AUG, 07 MAY and 12 FEB 2024. All test results were negative except for a detection of total coliforms (7.5 MPN/100 ml) on 06 AUG 2024.</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, score not affected. Compressed air is not used.</p>							
5.16.07	<p>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?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>						
	<p>Auditor Comments: N/A, score not affected. Other testing is not performed.</p>							
5.16.08	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>						
	<p>Auditor Comments: Yes, following the presumptive positive for Listeria sp at the wetbox drain on 13 NOV, the area was re-sampled and tested on 19 NOV 2024 with no detection in the re-test. Following the detection of total coliforms in ice on 06 AUG, ice use was discontinued until an acceptable re-test was obtained on 09 AUG 2024.</p>							

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, sampling personnel reviewed ATP testing procedures on 09 OCT 2024. Environmental monitoring procedures were reviewed with University of GA laboratory personnel on 08 OCT 2020.	
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, score not affected. There is no in-house testing.	

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, score not affected. The operation does not handle temperature sensitive products.	
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, temperatures of the repacking rooms are recorded daily in the "Cooler Temperature Log". An electronic monitoring system is also in place including a notification system in case of system failure. This electronic record may be downloaded and printed if needed (not verified during the audit).	
5.17.03	Question: Are there temperature logs for storage rooms?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Yes, temperatures of the cold storage rooms are recorded daily in the "Cooler Temperature Log". An electronic monitoring system is also in place including a notification system in case of system failure. This electronic record may be downloaded and printed if needed (not verified during the audit).	
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, these procedures are included in document 2.5.3g.	
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, records of truck temperatures are recorded in the "Shipping Truck Inspection Report". These readings are recorded digitally in real time.	
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, records of truck sanitary conditions are recorded in the "Shipping Truck Inspection Report". These readings are recorded digitally in real time.	

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, allergens, including peanuts and tree nuts, were in storage during the audit.	

5.18.02	Question: Has a documented allergen management plan been developed?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, document 2.32.01 indicates the food safety and operations managers have responsibility for this program. Procedures address storage, shipping and training requirements for handling allergens.	
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, there are two rooms designated for storage of allergens. One of these rooms was in use during the audit.	
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, score not affected. Allergens are handled in a box in/box out manner. There are no production lines involving allergens.	
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, score not affected. Allergens are handled in a box in/box out manner. There are no production lines involving allergens.	
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, score not affected. Allergens are handled in a box in/box out manner. There are no production lines involving allergens.	
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, allergen procedures were reviewed with the staff on 04 JUN 2024.	
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, storage of allergens was observed to comply with written procedures.	
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, score not affected. Allergens are handled in a box in/box out manner. There are no production lines involving allergens.	
HACCP	Preliminary Steps	
6.01.01	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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, Vicki Gilbert and Brenda Zettlemoyer serve as co-leaders of the HACCP team. Other team members include Ryan Moody, Raymond Zettlemoyer, Mauricio Moreno, Scott Chapman, Christina Moody and Robert Akins.	

6.01.02	Question: Is there documented evidence that the HACCP team members have been trained on HACCP principles?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, Vicki Gilbert and Brenda Zettlemoyer completed HACCP training on 08 OCT 2020. Team training procedures are outlined in document 3.1.2. HACCP principles were reviewed with the team on 27 NOV, 07 AUG and 30 MAY 2024 during quarterly food safety program reviews.	
6.01.03	Question: Does a product description exist for the products produced?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, document 3.2.1 includes extensive product descriptions for all commodities detailed by product codes, shelf life, temperature requirements, targeted consumers, preparation steps, etc.	
6.01.04	Question: Has the process(es) been flow charted in sufficient detail to completely describe the process or product handling/processing steps?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, the process flow chart includes all steps observed during the audit.	
6.01.05	Question: Is there documented evidence that the flow chart(s) has been verified on-site?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Yes, the process flow chart was reviewed by Vicki Gilbert on 07 AUG 2024, at which time the removal of the tomato packing machine from the facility was noted as a program change.	
HACCP Development of the HACCP Plan		
6.02.01	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.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, a hazard analysis was completed, evaluating biological, physical, chemical/radiation hazards at all steps in the process flow chart.	
6.02.02	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)?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Yes, identified hazards were evaluated according to their likelihood of occurrence and associated severity. Written justification was included for each CCP decision.	
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 program was reviewed 07 AUG 2024, noting the removal of the tomato packing equipment.	
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, the hazard analysis determined that there are no critical control points.	
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:	

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:	
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:	
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:	
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:	
6.02.10	Question: Have recording forms been developed for monitoring the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments:	
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:	

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:	
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:	
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:	
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:	

6.03.05	<p>Question: Are the CCP records reviewed and signed off by the quality control supervisor and/or management (second signatory)?</p> <p>Auditor Comments:</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
6.03.06	<p>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)?</p> <p>Auditor Comments:</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>