

PrimusLabs.com Audit (117213) Packinghouse v08.06

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Audit Type:	Packinghouse
Foreman or Contact Person (and email):	Nidia Angulo
Location/City:	Guadalupe Victoria (Km. 43)
State:	Baja California
Country:	Mexico
Date Audit Started:	02/02/2010 08:00
Date Audit Finished:	02/02/2010 15:00
Commodity(ies):	Celery, Kale, Parsley, Cilantro, Radish, Asparagus, Green Onions, Leeks, Organic Asparagus
Auditor:	Mario Gutierrez (PrimusLabs Auditors)
Audit Percentage Score:	92%
Scoring Category:	90-94 Excellent
Announced Audit?	Yes
FDA Registration Number:	XXXXXXXX2836
Audit Scope:	Receiving raw and packed material from field through shipping, including pre-wash, dumping, washing steps, sorting, packing, icing and cold storage for green onions, and greens lines. Added steps for the asparagus lines: cutting, bunchin and final washing are included in the scope of the audit.
Audit Entered By:	Mario Guitierrez

Additional Report Links

[See Severity Answers & Recommendations](#)

[See The Result Comparison](#)

[See The Audited Entity History](#)

Corrective Actions Response

Note: This link must be used in order to notify that you are taking action in the corrective measures for questions that were not in full compliance.

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Good Manufacturing Practices							
Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
1.1.1	Is there a designated person responsible for the food safety program?	Total Compliance	10	10		Yes. Nidia Angulo is the responsible person for the food safety program in this facility.	
1.1.2	Are all chemicals (sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	Minor Deficiency	10	15	Chemicals are required to be stored in a designated secured storage area (with good signage). The chemical storage area to be located away from any raw materials, packaging & finished food products. Spill controls should be in place for opened in use containers. All chemical containers should be adequately labeled.	Two single service containers (sprayers used for sanitizers) are not correctly labeled.	
1.1.3	Are "food grade" and "non-food grade" chemicals handled and stored in a controlled manner?	Total Compliance	10	10		Yes. Food grade and non-food grade chemicals and lubricants are stored in designated areas (maintenance area) separated from each other.	
1.1.4	Are signs supporting GMP's posted appropriately?	Total Compliance	10	10		Yes. Signs supporting GMPs and safety were observed posted appropriately.	

1.2.1	Are products or ingredients free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	Total Compliance	15	15	Observed in lunch and break area, packing room, restrooms, custom area and were needed. Yes, no issues noted.
1.2.2	Are packaging supplies free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	Total Compliance	15	15	Yes, packaging material observed in the storage areas and inside facility were noted out of evidence or presence of insects, rodents and birds.
1.2.3	Are plant and storage areas free of insects/rodents/birds/reptiles/mammals or any evidence of them?	Total Compliance	10	10	Yes, plant and storage areas are free of insects, rodents and birds or any evidence of them.
1.2.4	Is the area outside the facility free of evidence of pest activity?	Total Compliance	10	10	Yes. No issues noted during the time of the audit.
1.2.5	Does the operation have a pest control program? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	Total Compliance	15	15	Yes. The facility pest control program is managed by an external company. Mechanical traps are placed and inspected by this company (PROTECIN Pest Control)..
1.2.6	Are pest control devices (inc. rodent traps and electrical fly killers) located away from exposed food products? Poisonous rodent bait traps are not used within the facility?	Total Compliance	10	10	Yes.
1.2.7	Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	Total Compliance	5	5	Yes.
1.2.8	Are interior, exterior building perimeter and land perimeter pest control devices adequate in number and location?	Total Compliance	5	5	Yes.
1.2.9	Are all pest control devices identified by a number or other code (e.g. barcode) ?	Total Compliance	5	5	Yes, by number.

1.2.10	Are all pest control devices properly installed and secured?	Minor Deficiency	3	5	All traps should be correctly orientated. Bait traps should be locked and tamper resistant in some way (e.g. locks, screws etc.). Bait traps should be secured to prevent removal. If mounted on slabs, then wall signs should be used to aid location.	Mechanical trap # 12 noted out of place.
1.3.1	Are ingredients (including ice), products, and packaging stored to prevent cross contamination (this includes iced product pallets stored above pallets of product without adequate protection as well any allergen cross contamination issues)?	Total Compliance	15	15		Yes. There is an adequate flow chart in this facility that helps to prevent cross contamination issues.
1.3.2	Is the storage area completely enclosed?	Major Deficiency	3	10	All raw material and finished goods should be stored inside. Food contact packaging should be stored inside. Non food contact packaging should be stored inside but if stored outside, should be shroud protected.	Packaging material are stored in an open area.
1.3.3	Is the facility's use restricted to the storage of food products?	Total Compliance	5	5		Yes. Only food products and related are stored in this facility.
1.3.4	Are rejected or on hold materials clearly identified and separated from other materials?	Total Compliance	10	10		Yes. There is a dedicated area for this purpose, clearly identified (area and materials).
1.3.5	Are products, ingredients (including ice) and food contact packaging within accepted tolerances for spoilage or adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	Total Compliance	15	15		Yes, no issues noted.
1.3.6	Are all storage areas clean, especially the racking structures, lights, ceilings, floor areas by the walls and other hard to reach areas?	Major Deficiency	3	10	All storage areas should be kept clean and free from dust, debris and other extraneous materials. This helps avoid pest attraction and contamination of products, ingredients or packaging. Pests activity is easier to detect in a clean area.	Dust, spider webbing noted on walls, floors and ceiling (asparagus area).
1.3.7			5	5		Yes.

	Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc.)?	Total Compliance				
1.3.8	Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) rotated using FIFO policy?	Total Compliance	5	5		Yes. FIFO policy was explained and demonstrated; there were no out of date or storage sequence issues observed.
1.4.1	Are all exposed materials (product, packaging, etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?	Total Compliance	15	15		Yes.
1.4.2	Are packing and/or processing areas completely enclosed?	Major Deficiency	5	15	Packing and/or processing areas should be completely enclosed (walls or pest proof mesh) to minimize pest entry into the facility and to avoid contamination of products.	There are open gates in both areas (asparagus and onions).
1.4.3	Are production areas clean and well maintained; especially lights, floor areas by the wall and equipment, and other hard to reach areas?	Major Deficiency	5	15	Production areas should be maintained in a clean and sanitary condition.	Dust, trash noted on asparagus area.
1.4.4	Is all re-work / re-packaging handled correctly?	N/A	0	0		N/A. Not observed at the time of the audit. Score is not affected.
1.4.5	Are raw ingredients examined before use?	Total Compliance	5	5		Yes. Visual inspections (logged) conducted at arrival.
1.4.6	Are finished products coded (carton and unit packaging) for the day of production?	Total Compliance	10	10		Yes. Cartons dated and coded as required under their traceback program.
1.4.7	Are foreign material control methods (e.g. metal detectors, metal traps, visual inspection, etc.) in place? Are these systems regularly tested (where relevant) to ensure proper operation?	Total Compliance	10	10		Yes. Visual inspections at receiving and visual inspections are conducted by line employees at packing lines and iceless room.
1.4.8	Does the facility have the appropriate test strips, test kits or test probes for verifying the concentrations of anti-microbial chemicals (product washing water, terminal	Total Compliance	10	10		Yes, test strips(chlorine concentrations) are checked. ORPmeter

	sanitizers, dip stations, etc) being used and are they in operational condition?					have continuous readings, pH meter used, also.
1.4.9	Are hand washing stations adequate in number, appropriate in location, in working order, have warm water and adequately stocked (e.g. disposable towels, soap, etc.)?	Total Compliance	15	15		Yes. Placed inside restrooms and at the entrance of facility.
1.4.10	Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, soap, etc.)?	Total Compliance	15	15		Yes.
1.4.11	Are secondary hand sanitation stations e.g. hand dip, gel or spray stations adequate in number and location? Are the stations maintained properly?	Total Compliance	5	5		Yes. Alcohol gel dispensers at entrances and at designated areas.
1.4.12	Are single services containers used for their intended purpose only so that potential cross contamination is prevented?	Total Compliance	5	5		Yes, no issues noted.
1.4.13	Are re–usable containers clearly designated for the specific purpose (trash, raw product, finished product, re–work, ice, etc.) such that cross contamination is prevented?	Major Deficiency	1	5	Identification of reusable containers (visually or in the language understood by the workers) helps to minimize contamination of products. This is especially important where reusable containers are a similar design to any of the product containers.	Raw material plastic totes are used for other purposes, inside packinghouse (asparagus lines). These containers are not properly marked or identified.
1.4.14	Are food safety measuring devices working properly?	Total Compliance	3	3		Yes, scales, ORPmeter and thermometers are working properly.
1.5.1	Are employees washing and sanitizing their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated?	Total Compliance	15	15		Yes. Hand washing was witnessed as employees were observed at the hand washing station. Auditor was required to wash hands before enter to this facility.
1.5.2	Are employees fingernails clean, short and if gloves are not used, free of nail polish?	Total Compliance	5	5		Yes, no issues noted.
1.5.3	Are employees with boils, sores, open wounds or exhibiting signs of foodborne illness excluded from operations involving direct and indirect food contact?	Total Compliance	10	10		Yes.
1.5.4	Are employees wearing hair nets (or similar hair restraints) and beard–nets?	Total Compliance	5	5		Yes, all employees are using hairnets, and mouth covers.
1.5.5	Is jewelry confined to a plain wedding band?	Total Compliance	3	3		Yes.

1.5.6	Are all employees wearing outer garments suitable for the operation (e.g. smocks, aprons , sleeves and gloves)?	Total Compliance	5	5		Yes.
1.5.7	Do employees remove protective outer garments e.g. smocks, aprons, sleeves and gloves when on break and before using the toilets and when going home at the end of their shift?	Total Compliance	5	5		Yes.
1.5.8	Is there a designated area for employees to leave protective outer garments e.g. smocks, aprons, sleeves and gloves when on break and before using the toilets?	Total Compliance	5	5		Yes. There is a designated area to leave aprons and gloves.
1.5.9	Is smoking, eating, chewing and drinking confined to designated areas?	Total Compliance	10	10		Yes. There are designated areas for this purposes.
1.5.10	Are all items removed from shirt or blouse top pockets?	Total Compliance	3	3		Yes.
1.6.1	Are food contact surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	Total Compliance	15	15		Yes.
1.6.2	Are non–food contact surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	Major Deficiency	3	10	Flaking paint, corrosion, rust and/or unhygienic materials should not be present on any surfaces.	Rust, flaking paints and corrosion noted in equipment in both areas (asparagus and onions).
1.6.3	Does equipment design and condition (e.g. smooth surfaces, smooth weld seams, non–toxic materials, no wood) facilitate effective cleaning and maintenance?	Minor Deficiency	10	15	Equipment should be made of appropriate materials that can be easily cleaned and maintained, that are not porous or toxic. Equipment should be designed to allow access and easy cleaning, with no hard to get to (debris catching) areas. Welds should be smooth and not "bobbly".	Handling product tables used in the iceless room have a sharp edges and the Hydrocooler used for the final wash in the asparagus line have the conveyor line made from wood.
1.6.4	Are thermometers (independent of thermostat probes) present in all coolers and freezers?	Total Compliance	5	5		Yes. Cooler temperatures are monitored using hand held thermometer probes; actions are logged in a form according to their SOP.
1.6.5	Are all thermometers non–glass and non–mercury?	Total Compliance	10	10		Yes, non–glass and non mercury.
1.7.1	Are food contact surfaces clean?	Total Compliance	15	15		Yes.
1.7.2	Are non–food contact surfaces clean?		3	10		

		Major Deficiency			Unsanitary non-food contact surfaces can indirectly lead to contamination of the product. Food debris, bio films, excessive dust etc. should be cleaned off equipment and facility surface in order to reduce the overall facility bio-burden.	Motors to move conveyor belts on asparagus lines are dusty.
1.7.3	Are items (barrels, bins, etc.) that are used to hold or store product clean?	Total Compliance	10	10		Yes.
1.7.4	During cleaning are foods and packaging protected?	Total Compliance	15	15		Yes. During cleaning foods and packaging are removed from the areas being cleaned. Verbal confirmation.
1.7.5	Are cooling units including coils in coolers and freezers clean and free of aged, dirty ice?	Total Compliance	5	5		Yes.
1.7.6	Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	Total Compliance	5	5		Yes. No issues noted.
1.7.7	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?	Total Compliance	10	10		Yes. All equipment is retained on daily cleaning schedules.
1.7.8	Are all utensils, hoses, and other items not being used stored clean and in a manner to prevent contamination?	Total Compliance	10	10		Yes. Hoses are coiled and hung properly off the floor when not in use, other items are also hung off the floor when not being used.
1.7.9	Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	Total Compliance	3	3		Yes.
1.7.10	Are excess lubricants and grease removed from the equipment?	Total Compliance	5	5		Yes.
1.8.1	Are spills cleaned up immediately?	Total Compliance	10	10		Yes. Employee on duty always, during the time if shift.
1.8.2	Are waste and garbage frequently removed from packing and storage areas?	Total Compliance	5	5		Yes.
1.8.3	Do floor drains appear clean, free from odors and well maintained?	Major Deficiency	1	5	Floor drains should be cleaned on a frequent basis (daily in wet facilities) to remove	Drains noted unclean.

residues, prevent growth of harmful bacteria and to allow for proper drainage. Drain side and bases should be made of a smooth material that does not trap debris.

1.8.4	Do high level areas including overhead pipes, ducts, fans, etc. appear clean?	Total Compliance	10	10	Yes. Fans appears clean.
1.8.5	Are plastic strip curtains maintained in a good condition, kept clean and mounted so that the tips are not touching the floor?	Total Compliance	5	5	Yes.
1.8.6	Is safety equipment for the sanitation crew adequate, in good condition and stored to prevent cross contamination to ingredients, packaging or product?	Total Compliance	3	3	Yes.
1.8.7	Is cleaning equipment available and stored properly?	Total Compliance	5	5	Yes. Each area have their own storage area. (Inside facility, restrooms, exterior).
1.8.8	Is cleaning equipment identified in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment?	Total Compliance	5	5	Yes. Cleaning equipment is identified using color codes. Color code legends are posted in areas easily seen by users.
1.8.9	Are all items used for sanitation appropriate for their designated purpose? (no steel wool, metal bristles, etc.)	Total Compliance	5	5	Yes, plastic bristles.
1.8.10	Are toilet facilities and hand-wash stations clean?	Total Compliance	15	15	Yes, very clean and well maintained.
1.8.11	Are employee locker and lunchroom facilities clean, including microwaves and refrigerators? No rotting or out of date foodstuffs?	Total Compliance	5	5	Yes.
1.8.12	Is the maintenance shop organized – i.e. equipment and spares stored in a neat and tidy fashion?	Total Compliance	5	5	Yes.
1.8.13	Are internal transport vehicles (e.g. forklifts, bobcats, pallet jacks, trolleys, floor cleaners, etc.), clean, do not emit toxic fumes and being used in a sanitary manner?	Total Compliance	5	5	Yes, all are in a very good conditions.
1.8.14	Are shipping trucks clean and in good condition?	Total Compliance	5	5	Yes.
1.9.1	Are all lights in the production, product storage areas, packaging storage areas and maintenance shops intact and protected?	Total Compliance	15	15	Yes.
1.9.2	Has the facility eliminated or controlled any potential metal, glass or plastic contamination issues?	Total Compliance	15	15	Yes, no issues noted inside facility.

1.9.3	Has the facility eliminated the use of wooden items or surfaces?	Total Compliance	5	5		Yes, plastic brittle and handles.
1.9.4	Is there adequate lighting in the packing and storage areas?	Total Compliance	5	5		Yes.
1.9.5	Is ventilation adequate to remove dust, steam, and odors?	Total Compliance	3	3		Yes.
1.9.6	Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?	Major Deficiency	3	10	Building materials should be impervious to water, clean easily and resist wear and corrosion. Exposed aggregate is hard to clean and will get progressively worse. Floors should be free of wide and/or deep cracks.	Cracks on floors noted.
1.9.7	Are the floor drains where they are needed for drainage and cleanup?	Total Compliance	5	5		Yes.
1.9.8	Are doors to the outside pest proof?	Minor Deficiency	3	5	All exterior doors should fit tightly with a maximum allowable gap of 1/8 inch. Special attention should be given to the maintenance of weather strips. Air curtains where used, should be operating properly.	One door at the shipping dock is not pest proof.
1.9.9	Are dock doors fitted with buffers to seal against trucks (where dock doors have been installed)?	Total Compliance	3	3		Yes. Buffers appears in a very good condition.
1.9.10	Are dock load levelers and shelters maintained in a good condition, pest proof and debris free (where dock doors have been installed)?	Total Compliance	3	3		Yes.
1.9.11	Are exterior walls free of holes to exclude pests? Are pipes, vents, air ducts designed and protected in order to prevent pest entry e.g. by using fine mesh?	Total Compliance	5	5		Yes, no issues noted.
1.9.12	Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	Minor Deficiency	3	5	It is important to keep the building in good repair to prevent the intrusion of pests and also creating difficult-to-clean surfaces.	Small holes noted in interior walls.
1.9.13	Employees personal items are not being stored in the production and material storage areas?	Total Compliance	5	5		Yes. All personal belongings are stored in the break area.
1.9.14	Is an 18" internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning ?	Total Compliance	5	5		Yes.

1.9.15	Is the exterior area immediately outside the facility free of litter, weeds and standing water?	Total Compliance	5	5		Yes. All noted very clean.
1.9.16	Are control measures being implemented for the storage of pallets, equipment, tires etc. (i.e. out of the mud, stacked to prevent pest harborage, away from building perimeter)?	Total Compliance	5	5		Yes, there is a designated area, inside perimeter of facility grounds to perform this activity.
1.9.17	Are pallets inspected to separate and replace dirty or broken pallets?	Total Compliance	5	5		Yes.
1.9.18	Is the area around the dumpster/cull truck/trash area clean?	Total Compliance	3	3		Yes, very clean.
1.9.19	Are outside garbage receptacles and dumpsters kept covered or closed?	Total Compliance	5	5		Yes.
1.9.20	Are all water lines protected against back siphonage?	Total Compliance	5	5		Yes, check valves placed at the well..

Food Safety File Requirements

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
2.1.1	Are there written procedures for handling regulatory inspections?	Total Compliance	3	3		Yes. Complete description of procedure on GMP manual. A regulatory contact report and checklist appears on file.	
2.1.2	Is there a documented glass management policy and procedure (including company glass policy, glass breakage procedure and where necessary glass register)?	Total Compliance	5	5		Yes. Policy on place (GMP Manual).	
2.1.3	Are there written Standard Operating Procedures (SOPs) that detail work instructions for activities ensuring food safety and Good Manufacturing Practices?	Total Compliance	5	5		Yes. SOP created and placed at GMP manual.	
2.1.4	Are the SOPs available to relevant users and is a master copy maintained in a central file (SOP Manual)?	Total Compliance	5	5		Yes. The SOPs are maintained in a central file and copies are also made available to users in relevant areas via installed drive terminals of the food safety manager computer.	
2.2.1	Is there is a documented account 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?	Total Compliance	10	10		Yes. Included in their GMP manual. Developed in SOP #17.	
2.2.2			15	15			

	Does the facility have a documented recall program including: procedures, recall team roles and contact details, external contact listings, explanation of different types (classes) of recalls?	Total Compliance				Yes, there is a complete document with procedures, recall team roles, classes (types) of recall, contact listings, responsibilities). Complete description on SOP #17.
2.2.3	Is testing of recall procedures (including trace back) performed and documented annually? Can the company identify where affected product was sent?	Non-Compliance	0	10	Testing of recall procedures should be performed at least annually. Documentation should include time taken to carry out the mock recall, reconciliation of product, copies of relevant traceback paperwork and notes of any findings from the mock recall.	No. Not available to review at the time of the audit.
2.2.4	Is there a written procedure for handling on hold or rejected products?	Total Compliance	10	10		Yes. Fully described on SOP #20.
2.3.1	Are copies of all Materials Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	Total Compliance	5	5		Yes. Copies of the MSDS binder are made available in convenient locations throughout the facility. The binders are complete with a table of contents and clear index tabs that allow for easy navigation.
2.3.2	Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible e.g. rodent chemicals, product sanitizers?	Total Compliance	5	5		Yes.
2.3.3	Is there a chemical inventory and/or usage log?	Total Compliance	3	3		Yes. Chemical usage records are maintained and are submitted to the food safety responsible in this facility.
2.3.4	Are there specific Standard Operating Procedures (SOPs) for the changing and testing of water and ice systems e.g. washing flumes, hydrovacuums, hydrocoolers, ice making machines, ice injectors, etc?	Total Compliance	10	10		Yes, there are procedures for the pre-washing step and washing step. SOP #12 and #10.
2.4.1	Is there a documented pest control program, including a copy of the contract with the extermination company (if used), Pest Control	Total Compliance	15	15		Yes. Developed by an external company (PROTECIN Pest Control).

	Operator license(s) (if baits are used) and insurance documents?				
2.4.2	Is there a schematic drawing of the plant showing numbered locations of all traps and bait stations, both inside and outside the plant?	Total Compliance	10	10	Yes, showing the location of all devices (internal, external and perimetral). Total of 79 devices.
2.4.3	Are service reports created for pest control checks detailing inspection records, application records, and corrective actions of issues noted (in-house and/or contract)?	Total Compliance	10	10	Yes.
2.5.1	Is there a documented system for dealing with customer and buyer food safety complaints and are rejections on file, along with company responses, including corrective actions?	Total Compliance	5	5	Yes. Complaints are handled by the sales department using standardized computer file forms. The nature of the complaint and company responses are recorded as required. Procedures developed in SOP #17.
2.5.2	Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	Total Compliance	5	5	Yes. Records of inspection by: PrimusLabs.com. Corrective action response letters are attached.
2.5.3	Are there records for the necessary process monitoring activities (e.g. pH, water temperature, metal detection, labeling, heating processes, etc.) showing the monitoring frequencies, results and where necessary the corrective actions?	Total Compliance	10	10	Yes. Monitoring actions are logged for temperature, chlorine concentrations, according to SOP #12.
2.5.4	Are there records (with corrective actions) that show anti-microbial (e.g. free chlorine, ORP, peracetic acid) strength testing of wash water and ice solutions prior to start up and throughout the production runs?	Total Compliance	10	10	Yes, records of testing strength of wash water are kept on file. Checks are conducted first thing in the morning (pre-operational) and recorded.
2.5.5	Is there a hand/foot/tool dip station log?	Total Compliance	3	3	Yes. Foot dip station (mat), with quat at 800-1000 ppm.
2.5.6	Is there a daily pre-operation inspection log?	Total Compliance	5	5	Yes.
2.5.7	Is there a program for periodic facility/GMP internal (self) inspections and are records maintained detailing corrective actions?	Total Compliance	10	10	Yes. Facility GMP self inspections are recorded using detail specific zonal check list forms.

2.5.8	Are there equipment calibration procedures and records for pH meters, ORP meters, thermometers and other measuring equipment related to the safety of the product?	Total Compliance	10	10	Yes. Calibration records for thermometers and scales are maintained, ORPmeter are conducted by external company, however records are kept on each calibration.
2.5.9	Is there a program for periodic inspections of food safety system records e.g. pest control records, temperature control records, sanitation records, maintenance records, etc?	Total Compliance	5	5	Yes.
2.5.10	Does the facility have incoming goods (products, ingredients and packing materials) inspection data?	Total Compliance	5	5	Yes. Fully described in SOP's # 8 & 9.
2.5.11	Does the facility have relevant supplier third party audit certifications, third party audit reports and/or letters of guarantee for product raw material, processing aids and other ingredients?	Total Compliance	15	15	Yes. For pallets and packing supplies and ice suppliers.
2.5.12	Does the facility have relevant supplier third party audit certifications, third party audit reports and/or supplier letters of guarantee for packaging items?	Total Compliance	15	15	Yes. Letters of guarantee from packaging material.
2.5.13	Are there inspection logs on incoming trailers for rodents and insects, cleanliness, holes and temperature control?	Total Compliance	10	10	Yes. Receiving logs are maintained. Under a procedures developed in SOP #6.
2.5.14	Is there a daily incidents report, sometimes called a Notice(s) of Unusual Occurrence and Corrective Actions Log (NUOCA) ?	Total Compliance	5	5	Yes.
2.6.1	Does the facility have a preventative maintenance program and schedule?	Total Compliance	10	10	Yes. The program scheduled for a daily, weekly and season.
2.6.2	Is there a log of maintenance work or repairs ordered and is it signed off on work completed?	Total Compliance	10	10	Yes.
2.6.3	Are there logs showing that equipment is cleaned and sanitized after maintenance work has been completed?	Total Compliance	5	5	Yes. Cleaned and/or sanitized is written on the maintenance completion form as applicable to the repair or replacement. SOP #7.
2.6.4	Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	Total Compliance	10	10	Yes. Complete written document.
2.6.5			10	10	

	Are there written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	Total Compliance			Yes. Developed in SOP's #7 & 13.
2.6.6	Are sanitation logs on file that show what cleaning was done, when and who carried out the cleaning?	Total Compliance	5	5	Yes. Sanitation logs (003-A and 32) are initialed by the person completing the task.
2.6.7	Is there a log indicating that floor drains are cleaned on a regular basis (minimum daily in wet and fresh-cut production areas)?	Total Compliance	5	5	Yes.
2.6.8	Are there records showing cooling units are serviced and cleaned at least on an annual basis or more frequently as required?	Total Compliance	10	10	Yes. Cooling units are serviced routinely and as needed for repairs.
2.7.1	Is there a food safety committee and are there logs of food safety meetings with topics covered and attendees?	Total Compliance	5	5	Yes. All logs are on file.
2.7.2	Are there logs of new employee food safety (GMP) orientation training with topics covered and attendees?	Total Compliance	5	5	Yes. Using properly outline formats, training and employee signature is recorded. Last conducted on 1/25/2010.
2.7.3	Are there logs of ongoing employee food safety education training with topics covered and attendees?	Total Compliance	10	10	Yes. Ongoing training sessions are provided on a regular basis. Dated and signed attendance sheets listing topics of discussion are maintained to verify performance.
2.7.4	Is there a documented training program with training logs for the sanitation employees including best practices and chemical use details?	Total Compliance	5	5	Yes. Last conducted on 9/9/2009.
2.7.5	Is there an employee non-compliance/disciplinary action procedure (verbal confirmation accepted)?	Total Compliance	3	3	Yes.
2.8.1	Are there records of routine equipment microbiological testing?	Total Compliance	5	5	Yes. CF, E. coli and salmonella.
2.8.2	Are there records of routine environmental microbiological testing?	Total Compliance	5	5	Yes. Last testing on walls.
2.8.3	Is there at least an annual microbiological test on water used in the facility (sampled from within the facility)?	Total Compliance	10	10	Yes. E. coli.
2.8.4	Is there (at least) an annual microbiological test for in-house produced ice or a letter of guarantee	Total Compliance	5	5	Yes. Both, COA's and letters of guarantee from supplier.

	from external suppliers of ice?					
2.9.1	Are there temperature logs for the packing room (if refrigerated)?	Total Compliance	5	5		Yes, on iceless room.
2.9.2	Are there temperature logs for storage rooms?	Total Compliance	5	5		Yes.
2.9.3	Are there records of shipping truck temperature checks, indicating that the truck was pre-cooled prior to loading?	Total Compliance	5	5		Yes. SOP #14.
2.9.4	Are there sanitary condition logs for shipping trucks (cleanliness, trailer condition, odor, etc.)?	Total Compliance	10	10		Yes. SOP #14.

Food Security

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
3.1.1	Are the facility external areas and vulnerable entry points (i.e. those that are not permanently locked) surrounded by security fencing?	Total Compliance	5	5		Yes. Security fence available.	
3.1.2	Is access to the facility controlled by, locks, swipe cards, alarms or other devices?	Total Compliance	10	10		Yes. The controls in place are: locks, video camera, alarms and guard on duty at the entrance.	
3.1.3	Are inbound food product storage areas (fruits, vegetables, etc.) secure i.e. within the secure compound?	Total Compliance	5	5		Yes.	
3.1.4	Are chemicals such as chlorine, citric acid, fungicides and sanitation chemicals stored within secured areas with controlled access?	Total Compliance	5	5		Yes.	
3.1.5	Are packaging material (cartons, wrap film etc.) storage areas secure i.e. within the secure compound?	Total Compliance	5	5		Yes, all are inside perimeter of facility.	
3.2.1	Are background checks conducted on all personnel with special attention to employees who have access to sensitive areas and/or control of sensitive processes (verbal confirmation accepted)?	Total Compliance	5	5		Yes.	
3.2.2	Employees personal items are not being stored in the production and material storage areas?	Total Compliance	5	5		Yes.	
3.2.3	Are employees issued non-reproducible identification badges?	Total Compliance	5	5		Yes. Badges are used.	
3.2.4	Are visitors (including contractors) also required to be issued with identification e.g. badges, high visibility visitor apparel, etc?	Total Compliance	5	5		Yes.	
3.2.5	Are visitors (including contractors) required to "sign in" and sign out" in a visitors log book?	Total Compliance	5	5		Yes.	
3.3.1		N/A	0	0			

	Does the company make use of sealed and/or locked trailers on inbound loads (excluding open flatbed trucks)?					N/A. Flatbed trucks used. Score is not affected.
3.3.2	Does the company make use of sealed and/or locked trailers on outbound loads?	Total Compliance	3	3		Yes, locked.
NEW 3.3.3	Are transportation vehicles (trucks, trailers, rail cars, etc.) equipped with a communication device e.g. cell phones, two-way radio?	Total Compliance	3	3		Yes.
3.4.1	Are potable and non-potable water supply clearly identified?	Total Compliance	3	3		Yes.
3.4.2	Are tamper evident systems (e.g. tamper tags) in place where appropriate?	Total Compliance	3	3		Yes.
3.4.3	Is there restricted access to sensitive water systems, e.g. anti-microbial addition systems (like chlorine injection pumps), that helps ensure that only authorized personnel are able to adjust these systems?	Total Compliance	3	3		Yes. Only authorized personnel.
3.5.1	Does the company have documented food security policies based on the risks associated with the operation?	Total Compliance	10	10		Yes.
NEW 3.5.2	Is there a current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies?	Total Compliance	3	3		Yes.
3.5.3	Are all personnel required to undergo training on food security issues and are training records kept?	Total Compliance	10	10		Yes.
3.5.4	Is there is a log of who has access to sensitive areas e.g. a listing of key holders for access to areas like chemical storage?	Total Compliance	3	3		Yes.
3.5.5	Is there a system to protect the security of food safety documentation and computer systems (including a back-up system for computer food safety data)?	Total Compliance	3	3		Yes.
3.5.6	Is there a chemical inventory and/or usage log?	Total Compliance	3	3		Yes.

Miscellaneous Survey Questions

Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/Picture
4.1.1	Minors (children) are not employed below the National and/or State Legal Minimum Age (verbal confirmation accepted)?	Yes	0	0		Yes. Minors are not employed.	
4.1.2	If Minors are employed, do the records of hours of employment meet National and/or State Laws (both in and out of school time)?	N/A	0	0		N/A score not affected. Refer to 5.1.1	
4.1.3	If Minors are employed, are they prohibited from doing certain jobs which are restricted by law?	N/A	0	0		N/A. Score not affected. Refer to 5.1.1	
4.2.1	There are no allergen risks handled or stored on site?	Yes	0	0		Yes. Allergens are not handled at this	





4.2.2	Are there adequate storage controls (separation, identification etc.) that ensure that allergens are not contaminating other raw materials ?	N/A	0	0	facility. N/A. Allergens are not handled at this facility. Score is not affected.
4.2.3	Is there a dedicated production line or adequate clean down and production procedures that prevent allergen cross contamination?	N/A	0	0	N/A. Allergens are not handled at this facility. Score is not affected.
4.2.4	Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	N/A	0	0	N/A. Allergens are not handled at this facility. Score is not affected.
4.2.5	Does re-work handling take into account the issue associated with allergen containing products?	N/A	0	0	N/A. Allergens are not handled at this facility. Score is not affected.
4.2.6	Are employees trained with respect to allergen risks and the facility allergen cross contamination controls (including hand washing between production runs) and are there allergen training records?	N/A	0	0	N/A. Allergens are not handled at this facility. Score is not affected.
4.2.7	Are all products manufactured on site, labeled correctly with respect to allergens?	N/A	0	0	N/A. Allergens are not handled at this facility. Score is not affected.
4.3.1	Is the company labeling retail packaging with the correct country of origin? N/A for food service.	Yes	0	0	Yes. Product of Mexico.
4.3.2	Is the company labeling the finished goods carton with the correct country of origin? N/A for food service.	Yes	0	0	Yes. Product of Mexico.
4.3.3	Are there records that support the country of origin labeling e.g. bill of lading, production records, etc.?	Yes	0	0	Yes. Bill of lading.
4.3.4	Are steps taken in the storage and production process to ensure that there is no commingling of materials from different countries (unless product will be labeled as such)?	N/A	0	0	N/A. Only products from Mexico. are handled. Score is not affected.



New Questions (Not part of overall Food Safety percentage)



Question No.	Audit Question	Given Answer	Given Score	Possible Score	Recommendation	Auditor Comments	Audio/ Picture
5.1.1	Are there documented procedures and completion records for clean-in-place (CIP) activities, where applicable (e.g. cleaning re-circulating water systems such as washing flumes, ice injectors, etc.)?	Total Compliance	5	5		Yes. Actions are logged, program documentation is available to review.	
5.1.2	Is there a tool accountability program for knives and similar hand tools used in the production area?	Non-Compliance	0	3	There should be an accountability program in place for knives and similar hand tools to identify potential product contamination.	No. Not implemented this activity (for the iceless room).	

5.1.3	Is there a list of approved commodity/ingredient suppliers?	Total Compliance	5	5		Yes.
5.1.4	Is there an annual certificate of inspection for the backflow prevention systems on water lines into and within the facility?	N/A	0	0		N/A. Well water used.
5.1.5	Where gloves are used, are they latex-free (e.g. vinyl, nitrile) or powder-free latex?	Non-Compliance	0	3	For some workers, exposures to latex which binds to the cornstarch in powdered gloves, may result in allergic reactions. Use non-latex gloves (preferred) or powder-free latex gloves for food preparation, routine housekeeping, general maintenance, etc.	No. They are not using latex free gloves.
5.1.6	Are employees required to sign a document stating that they will comply with the operation's personal hygiene, health and occupational safety policies?	Total Compliance	5	5		Yes.
5.1.7	Are visitors and contractors required to sign a log stating that they will comply with the operation's personal hygiene, health and occupational safety policies?	Non-Compliance	0	3	All visitors and contractors should sign to say that they will abide by the company rules regarding personal hygiene/GMPs, health requirements and occupational safety rules.	No.
5.1.8	Are there written procedures in place that require food handlers to report any cuts or grazes and/or if they are suffering any illnesses that might be a contamination risk to the products being produced? (In the US, auditors can check procedure/policy but not actual records).	Total Compliance	3	3		Yes. Included in the orientation training literature.
5.1.9	Are all cuts and wounds covered with waterproof detectable blue bandages (Band Aids) that contain a metal strip?	Non-Compliance	0	5	Bandages used in food facilities should be waterproof and blue in color for easy visual detection, with a metal strip behind the wound pad for detection on lines with metal detectors.	No. Not seen on first aid kits.
5.1.10	Does the facility have documented evidence to ensure that any food safety hazards relevant to waste water treatments (e.g. settling ponds, land applications, etc.) are controlled?	Total Compliance	10	10		N/A.
5.1.11	Are all records free of correction fluid (white out), pencil text and erasable ink text? If using computerized records, is there	Total Compliance	3	3		Yes.

a system that shows record amendments (data history) if the records are changed after initial entry?

Audit Scoring Summary			
	Good Manufacturing Practices	Score	678
		Possible Points	757
		Percent Score	90%
	Food Safety File Requirements	Score	367
		Possible Points	377
		Percent Score	97%
	Miscellaneous Survey Questions	Score	0
		Possible Points	0
		Percent Score	0%
	Total	Score	1045
		Possible Points	1134
		Percent Score	92%

Food Security Scoring Summary			
	Food Security	Score	102
		Possible Points	102
		Percent Score	100%
	Total	Score	102
		Possible Points	102
		Percent Score	100%

New Questions Scoring Summary (Not Part Of Overall Food Safety Percentage)			
	New Questions (Not part of overall Food Safety percentage)	Score	31
		Possible Points	45
		Percent Score	69%
	Total	Score	31
		Possible Points	45
		Percent Score	69%

Score System For Entire Audit	
Percentage/Category	
95–100 Superior	
90–94 Excellent	
85–89 Good	
80–84 Standard	
<80 Unsatisfactory	

Point System For Individual Questions				
Question Points	Total Compliance	Minor Deficiency	Major Deficiency	Non Compliance
15 Point Question	15 points	10 points	5 points	0 points
10 Point Question	10 points	7 points	3 points	0 points
5 Point Question	5 points	3 points	1 point	0 points
3 Point Question	3 points	2 points	1 point	0 points

Compliance Categories	
Full Compliance:	To meet the question and/or compliance criteria in full.
Minor Deficiency:	To have minor deficiencies against the question and/or compliance criteria. To have single or isolated non-severe deficiencies (usually up to three) against the question and/or compliance criteria. To have covered most of the question compliance criteria, but not all.
Major Deficiency:	To have major deficiencies against the question and/or compliance criteria. To have numerous non-severe deficiencies (usually more than three) against the question and/or compliance criteria. To have single or isolated severe deficiencies against the question and/or compliance criteria. To have covered some of the question compliance criteria, but not most of it.
Non-Compliance:	To have not met the question and/or compliance criteria requirements at all. Having systematic deficiencies against the question and/or compliance criteria (severe or non-severe issues).