

FINAL AUDIT REPORT


CB Registration No.PA-PGFS-1381-1
PrimusGFS ID #199467 - Cert:9
Audited by Primus Auditing Operations

PrimusGFS Version 3.1

Ver en Español

Operation Type:Packinghouse
Audit Report Summary

Organization:	Sun Glo of Idaho, Inc. Contact(s): Melissa Coles Address: 755 W3rd S PO Box 300 83448 Location: Sugar City, Idaho, United States Phone Number: 208-356-7346
Operation:	Sun Glo of Idaho, Inc. Contact(s): Melissa Coles Location: 378 S 7th W Sugar City, Idaho 83448, United States
Shipper:	Sun Glo of Idaho, Inc.
Operation Type:	Packinghouse
Audit Type:	Announced Audit
Audit Scope:	Sun Glo, Inc. is conventional potato grower, packer and shipper. They operate year round from 7 AM to 5 PM. Fresh potatoes are received (3 storage bays for fresh potatoes, stored in bays for maximum of 3 days). Flume (treated with Vanguard/free chlorine 25 ppm) Area the potatoes are rinsed in fresh water from private well. Rinse water is recirculated at 12 pm daily, the flume is flushed out and fresh water replaces (chlorine-tablets and granules added) ORP level is monitored hourly. Rock trap - potatoes are sent through a water filled conveyor to separate rocks and foreign material. Chemical application (2) chlorine spray bars and (1) harvest 6.0 spray bar. WYMA - potatoes are washed by (8) pressurized fresh water spray bars (2) Jet Ag spray bars and (2) harvest 6.0 spray bars PAA at 85 ppm. Agri-Star's computer system monitors Chlorine, EC Shield Biox, and Jet Ag 15 ppm's, pH levels and warehouse temperatures. If result is outside the Star's computer monitoring system monitors application and chemical concentration levels every hour and documentation is kept on file. HACCP has been established with no CCPs identified.
Date Documentation Review Started:	13 May 2020 11:00
Date Documentation Review Finished:	13 May 2020 13:00
Total Amount of Time on the Documentation Review:	2.00 Hours
Date Visual Inspection Started:	13 May 2020 08:00
Date Visual Inspection Finished:	13 May 2020 11:00
Total Amount of Time on Visual Inspection:	3.00 Hours
Addendum(s) included in the audit:	Not Applicable
Product(s) observed during audit:	Potatoes
Similar product(s)/process(es) not observed:	None
Product(s) applied for but not observed:	None
Auditor:	Joell Batista (Primus Auditing Operations)
Preliminary Audit Score:	98%
Final Audit Score:	98%
Certificate Valid From:	17 Jun 2020 To 16 Jun 2021

GPS Coordinates:	Latitude	Longitude	 Click here to see map
	43° 52' 6"	111° 45' 32"	
	43° 52' 6"	111° 45' 32"	

[View Certificate](#) [Corrective Action Activity](#)

Information related to the audited operation

Total number of workers for the operation:	87	Maximum worker number during peak season:	99
Number of lines in normal production:	7	Number of lines running during the audit:	7
Facility Size:	69284 Square feet	Facility Environment Conditions:	Wet- Single Pass Water Use with Product contact
Allergens:	No		
Temperature Controlled Storage:	No	Was an anti-microbial used in the water/ice?	Yes
Water Source:	Well	Antimicrobial Used:	Chlorine dioxide
Is cooling equipment used?	No		

Product information for each product

Product Group/Product Name	Observed Product	Seasonality	Country of destination for product
Potatoes	Observed on the day of audit	From: September To: August	United States

AUDIT SCORING SUMMARY	Pre-Corrective Action Review		Post-Corrective Action Review	
Food Safety Management System Requirements	Score:	219	Score:	219
	Possible Points:	219	Possible Points:	219
	Percent Score:	100%	Percent Score:	100%
Module 5 - Good Manufacturing Practices Requirements	Score:	1141	Score:	1144
	Possible Points:	1163	Possible Points:	1163
	Percent Score:	98%	Percent Score:	98%
Module 6 - HACCP System Requirements	Score:	85	Score:	85
	Possible Points:	85	Possible Points:	85
	Percent Score:	100%	Percent Score:	100%
TOTAL	Score:	1445	Score:	1448
	Possible Points:	1467	Possible Points:	1467
	Percent Score:	98%	Percent Score:	98%

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

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	
	Site	
	Buildings and Grounds	
	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>Auditor Comments: Total Compliance: Document SOP 01A Sun Glo of Idaho, Inc. Food Safety Policy detailing the company's commitment to food safety on file for review. Signed and dated by Melissa Coles on 4.18.2020. Sun Glo's mission is to be the finest company in the fresh potato industry, fulfilling consumer and owner requirements through a continuous process of quality, improvement, and customer satisfaction.</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</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>Auditor Comments: Total Compliance: 4.10.2020 SOP 03 Food Safety Committee Organizational Chart & Job Duties. Exz: HR Manager/Food Defense Coordinator - Melissa Coles, Maintenance Mngr. - Jared Davis, Procurement Mngr. - Roger Mooris, VP of Finance/CFO - Bruce Crapo, Plant Supervisor - Luis Gordo, Quality Control - For Gordo, Shipping Supervisor - Rick Mower, and Dockside - Susan Ashley. Alternates are listed.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</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>Auditor Comments: Total Compliance: SOP 05 4.7.2020 Food Safety Committee Members currently consisting of 8 members of management. These team members include: HR Manager / Food Defense Coordinator, Maintenance Manager, the Procurement Manager, VP of Finance/CFO, Plant Supervisor, Quality Control, Shipping Supervisor, and Dockside Employee. Our Food Security / Food Safety team works in conjunction with our sales office on these issues. Held quarterly by Melissa Coles. The Food Safety Committee reports directly to Bruce Crapo who reports to George Crapo, CEO of Sun Glo Idaho, Inc.</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
1.01.04	<p>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?</p> <p>Auditor Comments: Total Compliance: SOP 09 4.14.2020 Training Matrix in place that shows types of trainings are required for various job roles of specific workers. Exz: GMP, Food Safety, and Food Security training on a monthly basis in conjunction with employee safety meetings. All attending employees sign the Employee Attendance List. Plant supervisor conducts the safety meetings in English and Spanish. Food Safety meetings and HACCP team meetings held quarterly. Annual HACCP training is held in April.</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
1.01.05	<p>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?</p> <p>Auditor Comments: Total Compliance: Documented Management Verification review 3.1.2019 by Bruce Crapo, CFO for Sun Glo of Idaho, Inc. have reviewed Sun Glo's Food Safety Policies and Procedures with Luis Gordo, Plant Supervisor, and Melissa Coles, HR Manager /Food Defense Coordinator, the entire food safety management system at least every 12 months, including an evaluation of resources, and are there records of changes made for new version.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
1.01.06	<p>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?</p> <p>Auditor Comments: Total Compliance: 4.10.2020 Melissa Coles - USDA United States Standards for Grades of Potatoes. Commodity-Specific Food Guidelines For The Production, Harvest, Storage, and Packaging of Potatoes.</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>

FSMS Control of Documents and Records		
1.02.01	<p>Question: Is there a written document control procedure (including document control register/record) describing how documents will be maintained, updated and replaced?</p> <p>Auditor Comments: Total Compliance: 4.18.2020 SOP 12 Document Control Procedure Maintenance, Updates, and Replacements. Exz: HR Manager and /or Food Defense coordinator is responsible for all document control. They will create, edit, update, replace, and maintenance all SOPs or logs relating to food safety. Each document has Name, Creation Date, Revision NO., Doc Reference No, and Folder option.</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
1.02.02	<p>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?</p> <p>Auditor Comments: Total Compliance: 4.18.2020 SOP 13 Records Storage, Monitoring, & Process Control - Procedure states all records are stored for 24 months minimum organized in binders in locked office and in June 2019 Sun Glo purchased Highland Ag Portal for all PrimusGFS procedures, records, SOP's and logs. The Highland Ag Portal is backed up daily on the company server.</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>

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: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 14 4.18.2020 Creation, Editing, and Storage of Records Paper and electronic food safety related documents and records are organized in binders per module stored on password protected Highland Hub Portal. The Highland Hub portal is backed up daily on the company server. At the end of each year, all HR and food safety paper logs and documentation records are transferred to the secured storage room at Sun Glo to prepare for the beginning of the new audit year.	
1.02.04	Question: Are records maintained in an organized and retrievable manner?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 16 4.18.2020 Maintenance, Organization, and Retrieval of Records. Records are maintained in an organized and retrievable manner by modules in binders and password protected Highland Ag Portal. The HR Manager and/or Food Defense Coordinator is responsible.	
1.02.05	Question: Are all records and test results that can have an impact on the food safety program reviewed and signed off by a person responsible for the food safety program?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 17 All records and test results that can have an impact on the food safety program are reviewed and signed off by HR Manager and/or Food Defense Coordinator. Approval logs must be completed no more that 30 days from the creation date of the log (some exceptions are permitted).	

FSMS	Procedures and Corrective Actions
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1.03.01	Question: Is there a written and standardized procedure for creating Standard Operating Procedures (SOPs) and their content?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 07 4.7.2020 Instructions for Creating Standard Operating Procedures. Exz: What is the purpose, what do want to accomplish, detailed list of steps to carry out task, get input from supervisors, members of management, and CFO, etc. Each document has a Name, Creation Date, Revision No, Doc Reference No., and Folder Option.	
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: Total Compliance: 4.18.2020 SOP 18 Master Copy Distribution and Storage of the Standard Operating Procedures. HR Manager and/or Food Defense Coordinator will retain the master copies of the SOPs and Log's on the Highland Ag Portal. Any changes will be documented within the portal. The Highland Ag Portal stores all master copies of SOP's and logs.	
1.03.03	Question: Is there a documented corrective action procedure that describes the required processes for handling non-conformances affecting food safety?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 19 Corrective Action Procedure for corrective actions describing required processes on file. Exz: Each department supervisor will submit a completed Corrective Action Log to the HR Manager and/or Food Defense Coordinator thru the Highland Ag. Portal.	
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: Total Compliance: Log O4 Daily Incident Report - Notice of Unusual Occurrences & Corrective Actions (NUOCA). None reported to date.	

FSMS	Internal and External Inspections
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1.04.01	<p>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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 20 Procedure For Performance of Internal Audits. Covers PrimusGFS v3.1 "Questions & Expectations". Internal audit checklist covers production processes, practices in place, GMP's associated documents & records, completed logs, and the HACCP program. On monthly basis, self-audits are conducted with corrective action documented (Log 25. Primus Monthly Self Audit and Corrective Actions).</p>	
1.04.02	<p>Question: Are there written procedures for handling regulatory inspections?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 4.18.2020 SOP 21 Procedures for Handling Regulatory Inspections. Exz: Have the regulatory inspector sign in on the Visitors Sign In Log with the date and time.</p>	
1.04.03	<p>Question: Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 4.17.2020 Log 3 Regulatory Inspection Report Form & Corrective Actions. Last year Primus audit 5.21.2019.</p>	
1.04.04	<p>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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 23 4.14.2020. Thermometer Calibration monthly pulp thermometers calibrated within .5 degrees plus or minus. Agri-Star's Computer monitoring system monitors water temperature, pH level PPM's and ORP., data is available online for automated water treatment. Scale Calibration - set scale to 0#, make sure the balance is at center, add 50# weight and set scales on 50# etc.</p>	
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: Total Compliance: 4.18.2020 SOP 24 Calibration and Verification Records -Thermometer calibration and digital probe thermometer calibrated quarterly. Daily Scale Calibration 1.04.04 pg 2 Daily Sorter Table Monitoring spreadsheets 1.04.05 pg. 2 and Daily Check Weight 1.04.05 pg. 2 JC Sales & Service, LLC test report for all warehouse 50# scales. JC Sales & Service, LLC is licensed to calibrate our outside scale annually under State Law. The acceptable range of variation is as close to zero as possible but no more than +/- 1 graduation throughout full range of scale capacity.</p>	
<p>FSMS Release of Items/Product</p>		
1.05.01	<p>Question: Is there a written procedure for handling on hold and rejected items?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 60 Handling on Hold or Rejected/ Release Policy 4.18.2020 Product detailed by QC. No on-hold or rejected items observed during audit. Exz: "Rework/Hold and Release" form will be placed on any reworked, on hold, or rejected product. The form will have date, reason, name of person who placed product for rework, on hold or rejection.</p>	
1.05.02	<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 No on hold or rejected items to date. Any product out of grade and placed on hold is documented on the daily inspection sheet. Quality Control personnel would then notify Luis Gordo, Flor Gordo and Angel Mintonye, plant supervisors.</p>	

1.05.03	Question: Is there a documented product release procedure available?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: 4.7.2020 SOP 27 Product Release and Sampling Procedures Exz: Inspectors are required to fill out the "Customer Assisted Inspection Note Sheet Inspection Report" provided by USDA. Both Q.C. inspectors and the USDA inspector MUST sign off on this report. Once this process is complete, thee potatoes are released and loaded on trucks.	
1.05.04	Question: Are there records of product releases kept on file?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No product has been put on hold to date.	
1.05.05	Question: Is there a documented procedure for dealing with customer and buyer food safety complaints/feedback along with records and company responses, including corrective actions?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 29 Customer or Food Safety Complaints and/or Feedback - HR manager is responsible for documenting any customer or food safety complaint. Date & time of complaint/rejection, or feedback, who made the complaint or gave feedback, contact information, product description, where the product was purchased, amount of product, product code/date, nature of complaint/feedback, corrective actions, and corrective actions take to prevent reoccurrence.	
FSMS Supplier Monitoring/Control		
1.06.01	Question: Is there a list of approved suppliers and service providers?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 30A 4.7.2020 4 approved Supplier List service providers and grower approval on file for review. Exz: Crapo Brothers, Norvue Farms, and Riverside Farms. SOP 30B Agri-Star, Sprague Pest Solutions, and Pine Ridge Pallets.	
1.06.02	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: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: 4.18.2020 SOP 33 Food Safety Specifications for Incoming Raw Products, Packaging Materials, and Onsite or Outsources. Current written food safety related specifications for all incoming products, ingredients, materials, services is provided. There are letters of guarantee, 3rd party GAP food safety audits and certificates on file.	
1.06.03	Question: Is there a written procedure detailing how suppliers and service providers are evaluated, approved, and include the ongoing verification activities including monitoring? Note that supply chain preventive controls and supply-chain-applied controls are also mentioned in Module 7.	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Incoming Goods & Services. Review 3rd party GAP audit, request specification questionnaire, letter of guarantee, assign a risk rating to the item being supplied.	
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: Total Compliance: SOP 37 Evidence of Compliance - There are letters of guarantees, 3rd party audits and certifications on file 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 are being followed. USDA GAP/GHP audit certificates season are on file for all growers. All pesticide usage logs from growers are on file for the current year.	
1.06.05	Question: Where food safety related testing is being performed by external 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: Total Compliance: SOP 39 4.18.2020 Teton Microbiology Lab in Idaho Falls. EPA ID00969 in compliance with EPA(815-R-05-004). Dustin Parkinson with MW Waterworks is hired to take water samples and test for contaminants.	

FSMS		Traceability and Recall
1.07.01	<p>Question: Is there 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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 4.12.2020 SOP 42 Procedure for Inspection & Acceptance of Packaging Materials/Shipments. SOP 43 Product Tracking System - Five digit # as well as a lot name (which refers to the cellar in which potatoes were stored as well as it assigns to grower for accounting purposes). Each bag or box given a Julian Date 097 17.</p>	
1.07.02	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Recall Program - Documented recall program including procedures in Recall Classifications. SOP 44 team - FDA, USDA, phone numbers. Detailed explanation of different recall classes and handling of recalled product in binder. Purpose, objectives, definitions recall guidelines 4.9.2020. The tag contains Product Name, Date code, Label, Affected Date, shipped from our plant, sales invoice, and will state this product is being recalled must be held.</p>	
1.07.03	<p>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?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Log 10 Recall summary/Lessons Learned 3.23.2020 performed 7 AM - 10 PM and documented at least every six months one for packaging and one for potatoes. Company can demonstrate the ability to trace materials (one step forward, one step back) effectively. Scenario, Most recent Invoice 122693 100 Ctns of 10# Poly na/ sun supreme. All accounted for.</p>	
FSMS		Food Defense
1.08.01	<p>Question: Is there a written food fraud vulnerability assessment (FFVA) and protection plan for all types of fraud, including all incoming and outgoing products?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 46 Food Fraud Vulnerability assessment and protection plan for all types of fraud, including all incoming and outgoing products dated 4.14.2020 by Melissa Coles.</p>	
1.08.02	<p>Question: Does the company have a documented food defense plan based on the risks associated with the operation?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Documented food defense plan based on the risks associated with the operation in binder. Exz: Visitor sign in sheet and given a hard hat, earplugs, and hairnet.</p>	
1.08.03	<p>Question: Are records associated with the food defense plan and its procedures being maintained, including monitoring, corrective action and verification records (where appropriate)?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Records associated with the food defense plan and its procedures are being maintained, including monitoring, corrective action and verification records in binders in main office.</p>	
1.08.04	<p>Question: Is there a current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies Sugar City Policy Department, emergency, Primus.</p>	

1.08.05	<p>Question: Are visitors and contractors to the company operations required to adhere to food defense procedures?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 96 Contractor Outside Service Provider Booklet - Visitors and contractors to the company operations are required to adhere to food defense procedures posted at sign in, break area and in facility. Must be accompanied by an employee, wear company visitor badge. Sign in: Date, Name, Company, Reason for Visit, Time in, and Time out.</p>	

GMP	General GMP
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5.01.01	<p>Question: Is there a designated person responsible for the operation's food safety program?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 5.17.2020 SOP 52 HR Manager/Food Defense Coordinator Melissa Coles is designated person responsible for the operation's food safety program. Practical Food Safety & HACCP Workshop August 5-6, 2015 (Idaho Falls),</p>	

5.01.02	<p>Question: Are all cleaning and maintenance chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 53 4.18.2020 Chemical Storage & Labeling chemicals are stored securely, safely and are they labeled correctly in designated locked closet. Exz: Peracetic Acid and Sanidate.</p>	

5.01.03	<p>Question: Are "food grade" and "non-food grade" chemicals used appropriately, according to the label and stored in a controlled manner?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: SOP 54 Food and Non-Food Grade Chemical Usage Handling, Storage and Control. They are all stored in original containers with original labels.</p>	

5.01.04	<p>Question: Are signs supporting GMPs posted appropriately?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 4.11.2020 GMPs were posted at the packing house entrance and packing house, break room, and restrooms in English and in Spanish.</p>	

5.01.05	<p>Question: Are the necessary food defense controls implemented in the operation?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: 4.18.2020 SOP 47 Food Defense Controls - The facility is locked at all access points. There are cameras inside and outside facility. All new hires must go through orientation before they are permitted to work in the plant. Upon arrival, all outsourced service providers, contractors, and visitors must report to the main office immediately and sign in.</p>	

GMP	Pest Control
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5.02.01	<p>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.</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Products were free of insects/rodents/birds/reptiles/mammals or any evidence of them.</p>	

5.02.02	<p>Question: Are packaging supplies free of pest (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.</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Packaging supplies were free of insects/rodents/birds/reptiles/mammals no evidence of them.</p>	

5.02.03	Question: Are plant and storage areas free of pest (e.g., insects, rodents, birds, reptiles, mammals) or any evidence of them?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total Compliance: Plant storage areas were free of insects/rodents/birds/reptiles/mammals no evidence of them.	
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: Total Compliance: The area outside the facility appeared to be free of pest activity.	
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: Total Compliance: Pest program on file. Sprague Pest Control Business ID # 278003556 Exp: 8.31.2020 55 tin cats checked weekly, 11 fly traps checked, and 20 Bait stations checked monthly.	
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 traps are not used within the facility?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: Pest control devices were located away from exposed food products along the interior wall. Poisonous rodent bait traps are not used within the facility. Outside devices are weighted down with cement blocks and weights around the premises of the facility.	
5.02.07	Question: Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Minor Deficiency: Pest control devices are maintained in a clean and intact condition, bar code scanned 55 tin cats weekly, 11 fly traps weekly and 20 bait stations monthly.	
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: Total Compliance: Interior and exterior building perimeter pest control devices were adequate in number and location 55 tin cats, 11 fly traps, and 20 bait stations.	
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: Total Compliance: Pest control devices identified by a numbers that match sticker on wall.	
5.02.10	Question: Are all pest control devices effective and bait traps secured?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Pest control devices are properly installed and secured with weights.	
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: Total Compliance: 4.18.2020 SOP 57 Products & Packaging Storage to Prevent Cross Contamination - Facility layout ensure separation of products stored to prevent cross contamination. No allergens cross contamination issues. All packaging and all finished packaged potatoes are stored off the floor on pallets, cardboard, or slip sheets and covered where applicable to prevent contamination.	

5.03.02	Question: Is the storage area completely enclosed?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: Storage area is completely enclosed.	
5.03.03	Question: Is the facility's use restricted to the storage of food products?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Facility use restricted to the storage of food potatoes.	
5.03.04	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 SOP 60 Handling On Hold or Rejected Product/ Release Policy - No rejected or on hold materials noted or observed.	
5.03.05	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: Total Compliance: Potatoes are brought from the cellar to packing facility. Product was within accepted tolerances for spoilage and free from adulteration.	
5.03.06	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: Total Compliance: Storage areas were clean, especially the racking structures, lights, ceilings, floor areas by the walls and other hard to reach areas.	
5.03.07	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: Total Compliance: 4.14.2020 SOP 61 Marking of Materials Using Rotation Codes - The pallet tag is a seven-digit #. The pallet tag contains the quantity of product on the pallet, the date product was ran, as well as a brief description of the product identifies the product, etc. Exz: Each incoming pallet of packaging contains a tag with pallet #, job #, MFG date, and order number.	
5.03.08	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: Total Compliance: SOP 62 FIFO principal is used. The shipping manager and the forklift operators check these dates when pulling product to load trucks making sure older product is loaded first.	
5.03.09	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: Total Compliance: 4.14.2020 SOP 63 Potatoes are stored at a temperature 40-45F for quality and help prevent sprouting. Shipping is 40 - 70F.	
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: Total Compliance: SOP 64 Preventing Contamination of Finished Product - Process flow chart - Receive field run potatoes, storage of potatoes, receiving packaging supplies, packaging storage, wash flume, incline fresh wash bars, grading, sizing, product packaging, warehousing, shipping, and finished product. Potatoes leave the flume and rock trap, they go through the Wyma washing system, etc.	

5.04.02	<p>Question: Are all exposed materials (product, packaging, etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: No overhead issues observed.</p>	
5.04.03	<p>Question: Are production areas completely enclosed?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Production areas are completely enclosed.</p>	
5.04.04	<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: Total Compliance: Production areas are clean and well maintained.</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: Total Compliance: 4.18.2020 SOP 60 Handling On Hold or Rejected Product/Release Policy. "Rework/Hold and Release" form will be placed on any reworked, on hold, or rejected product. The form will have the date, reason, and name who placed product for rework, on hold or rejection.</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: Total Compliance. 4.15.2020 SOP 105 Raw Ingredient Examination - Visual inspection of potatoes when they are delivered to facility. Three 35-40 lb. samples are taken off each truck and inspected.</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: Total Compliance: SOP 66 Finished Product Coding - All individually packaged poly and mesh bags 3#, 5#, 8#, and 10# have a kwik lok closure containing the Julian date. Each 50 lb. master baler bag also has the Julian date printed directly on it. Each tote bin will have individual kwik locks on each bag.</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: Total Compliance: 4.18.2020 SOP 102 Foreign Materials Control Methods - Visual inspection with the exception of the use of the rock trap. The Piler operator removes any visible foreign materials while unloading the trucks. The potatoes remain in the bay area until entering the fume area. Once the potatoes leave the flume and rock trap, they go through the Wyma washing system.</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: Total Compliance: SOP 67 Test Strip Usage - Agri-Star applies the Jet Ag 15. It is applied by spray bars. Two spray bars are located above the roller tables on the belt to the conveyor feeding the warehouse. Jet Ag 15 levels should be 100-390 PPM. Agri-Star's contact is Ryan Young.</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: 10 Score: Minor Deficiency</p>									
	<p>Auditor Comments: Minor Deficiency: There is one sink on outside of restroom upstairs in packing area that is not easy access for monitoring for 99 workers. There are sinks in restrooms, and break rooms.</p>										
<table border="1" style="width: 100%;"> <tr> <td colspan="3">Auditee Comments: We have not installed more hand washing stations, but are working towards that</td> </tr> <tr> <td style="width: 60%;"></td> <td style="width: 10%; text-align: center;">CA Accepted?</td> <td style="width: 30%;"></td> </tr> <tr> <td>CB/Auditor Review Comments: Rejected: No correction submitted at this time.</td> <td style="text-align: center;">No</td> <td> <p>Possible Points: 15 Points Scored: 10</p> </td> </tr> </table>			Auditee Comments: We have not installed more hand washing stations, but are working towards that				CA Accepted?		CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	<p>Possible Points: 15 Points Scored: 10</p>
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	CA Accepted?										
CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	<p>Possible Points: 15 Points Scored: 10</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: Total Compliance: Hand washing stations were in working order, have warm water, have pressure, were adequately stocked and restricted to hand washing purposes only.</p>										
5.04.12	<p>Question: Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, unscented soap, etc.)?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>									
	<p>Auditor Comments: Total Compliance: There are multiple stalls and sinks in women's and mens inside in facility. They were adequately stocked and well maintained. There are 99 employees. There are restrooms in office. Due to Covid-19 less workers were at facility.</p>										
5.04.13	<p>Question: Are secondary hand sanitation stations (e.g., touch-free dispensers) adequate in number and location, and are the stations maintained properly?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>									
	<p>Auditor Comments: N/A Secondary hand sanitation stations required per the PGFS standard. Potatoes are cooked, not considered ready to eat.</p>										
5.04.14	<p>Question: Are foot baths, foamers or dry powdered sanitizing stations adequate in number and location, and are the stations maintained properly?</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>									
	<p>Auditor Comments: N/A No food baths used.</p>										
5.04.15	<p>Question: Are single service containers used for their intended purpose only so that potential cross contamination is prevented?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>									
	<p>Auditor Comments: Total Compliance: 4.14.2020 SOP 68 Single service containers for potatoes observed only for storing potatoes. CHEP pallets are only used for finished product.</p>										
5.04.16	<p>Question: Are re-usable containers cleanable or used with a liner and clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice, etc.) such that cross contamination is prevented?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>									
	<p>Auditor Comments: Total Compliance: Trash cans are labeled and used for intended purpose.</p>										
5.04.17	<p>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?</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>									
	<p>Auditor Comments: Total Compliance: 4.9.2020SOP 69 Operational Practice Agri-Star Test strips used for testing Biocide and Sprout Nip tested hourly with target 160 PPM. Agri-Star s computer system stores all monitoring activities. Reports can be generated on findings at any time, tested during audit.</p>										

GMP	Worker Practices
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5.05.01	<p>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?</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers were observed washing hands in break room.</p>	
5.05.02	<p>Question: Are workers' fingernails clean, short and free of nail polish?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers' fingernails observed clean, short and free of nail polish.</p>	
5.05.03	<p>Question: Is there no sign of any worker with boils, sores, open wounds or exhibiting signs of foodborne illness working directly or indirectly with food?</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: There was no sign of any workers with boils, sores, open wounds or exhibiting signs of foodborne illness working in direct or indirect food contact.</p>	
5.05.04	<p>Question: Are workers wearing effective hair nets that contain all hair?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Hair and beard nets are being worn.</p>	
5.05.05	<p>Question: Is jewelry confined to a plain wedding band and watches are not worn?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Only jewelry permitted is a plain wedding band, no watches observed.</p>	
5.05.06	<p>Question: Are all workers wearing protective outer garments suitable for the operation (e.g., appropriate clean clothes, smocks, aprons, sleeves, non-latex gloves)?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers are wearing hair/beard nets and non-latex gloves. Masks were being worn in packinghouse due to Covid-19. All items thrown away after use.</p>	
5.05.07	<p>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?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers are wearing hair/beard nets and non-latex gloves. Glove box provided for employees.</p>	
5.05.08	<p>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?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers are wearing non-latex gloves. Designated area for each employee to store their gloves.</p>	
5.05.09	<p>Question: Worker personal items are not being stored in the production or material storage area(s)?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Workers store their personal items in lockers provided rest room.</p>	
5.05.10	<p>Question: Is smoking, eating, chewing and drinking confined to designated areas, and spitting is prohibited in all areas?</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
	<p>Auditor Comments: Total Compliance: Smoking, eating, chewing, and drinking are confined to designated areas. Spitting is prohibited.</p>	

5.05.11	Question: Is fresh potable drinking water readily accessible to workers?	Possible Points: 10 Points Scored: 10 Score: Total Compliance								
	Auditor Comments: Total Compliance: Fresh potable drinking water readily accessible to all workers.									
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: Total Compliance: No items were observed in shirt or blouse top pockets.									
5.05.13	Question: Are workers issued non-reproducible identification (e.g., badges, company ID cards, etc.)?	Possible Points: 5 Points Scored: 0 Score: Non-Compliance								
	Auditor Comments: Non-Compliance: No non-reproducible identification									
	<table border="1"> <tr> <td colspan="3">Auditee Comments: Currently we are not issuing ID badges</td> </tr> <tr> <td></td> <td style="text-align: center;"><small>CA Accepted?</small></td> <td></td> </tr> <tr> <td>CB/Auditor Review Comments: Rejected: No correction submitted at this time.</td> <td style="text-align: center;">No</td> <td>Possible Points: 5 Points Scored: 0</td> </tr> </table>		Auditee Comments: Currently we are not issuing ID badges				<small>CA Accepted?</small>		CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No
Auditee Comments: Currently we are not issuing ID badges										
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CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 5 Points Scored: 0								
5.05.14	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: Total Compliance: Blue band aids are in first aid kits located in shop and in office.									
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: Total Compliance: Food contact equipment surfaces observed free of flaking paint, corrosion, rust and other unhygienic materials.									
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: 7 Score: Minor Deficiency								
	Auditor Comments: Minor Deficiency: Non-food contact equipment has rust/flaking paint.									
	<table border="1"> <tr> <td colspan="3">Auditee Comments: We are continuing to monitor rust throughout the warehouse</td> </tr> <tr> <td></td> <td style="text-align: center;"><small>CA Accepted?</small></td> <td></td> </tr> <tr> <td>CB/Auditor Review Comments: Rejected: No correction submitted at this time.</td> <td style="text-align: center;">No</td> <td>Possible Points: 10 Points Scored: 7</td> </tr> </table>		Auditee Comments: We are continuing to monitor rust throughout the warehouse				<small>CA Accepted?</small>		CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No
Auditee Comments: We are continuing to monitor rust throughout the warehouse										
	<small>CA Accepted?</small>									
CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 10 Points Scored: 7								
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: Total Compliance: Food contact equipment design, placement, and condition, smooth surfaces, smooth weld seams, non-toxic materials, corrosion-resistant, no wood or other absorbent materials, facilitate effective cleaning and maintenance.									

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: Total Compliance: Independent thermometers in West cooler and East cooler. Check temperatures daily. Coolers are used for quality 42-45F. IVI (Industrial Ventilation Incorporated) calibrates monthly.	
5.06.05	Question: Are all thermometers non-glass and non-mercury?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: 4.14.2020.SOP 75 Control of Glass and Plastic & Glass or Plastic Register. Non-glass and non-mercury thermometers are used. The entire plant has LED shatter proof light bulbs.	
GMP Equipment Cleaning		
5.07.01	Question: Are food contact equipment surfaces clean?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total Compliance: Food contact equipment surfaces were clean.	
5.07.02	Question: Are non-food contact equipment surfaces clean?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: Non-food contact equipment surfaces are 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 Potatoes go from trucks to cellar, cellar to dump bins that are clean, no holding or storing in totes, bins, etc.	
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: Total Compliance: SOP 70 Finished Product Protection - Food products and packaging materials were protected from contamination during cleaning (observed during audit). No product or packaging near where cleaning was taking place.	
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: Total Compliance: 3.28.2020 NO 102230. Industrial Ventilation, Inc. 4.9.2020. Invoice #000251. 4.28.2020 Invoice# 000250.	
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: Total Compliance: All fan guards were dust-free and the ceiling in front of the fans free of excessive black deposits. Fans were just put in this year.	
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 No stored equipment observed.	

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: Total Compliance: All items are stored appropriately, appeared clean and in a manner to prevent contamination. Hoses stored off the ground.	
5.07.09	Question: Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Total Compliance: Maintenance tools that are used in the storage areas of the facility appeared clean, sanitary, and corrosion free.	
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: Total Compliance: No excess lubricants and grease was observed on the equipment.	
GMP	General Cleaning	
5.08.01	Question: Are spills cleaned up immediately?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: No spills observed, there is continual cleaning due to wet floors.	
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: Total Compliance: Waste and garbage are removed several times a day from storage areas. Taken out as much as need during a day. Daily pick up for outside trash receptacles.	
5.08.03	Question: Do floor drains flow in a manner that prevents contamination (e.g., from high to low risk areas, from high risk directly to drain system), are they covered, appear clean, free from odors and are well maintained?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Drains are gutter style. They are covered, clean, free from odor and appear well maintained.	
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: Total Compliance: High level 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: Total Compliance: Plastic strip curtains were maintained in good condition, kept clean and mounted so that the tips are not touching the floor.	
5.08.06	Question: Does personal protection equipment (PPE) for the sanitation crew meet label requirements of chemicals used, and is it 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: Total Compliance: Personal protection equipment (PPE) for the sanitation crew meets label requirements of chemicals used, and is it in good condition and stored to prevent cross contamination to products, Locked in locker in the grade room next to glove box.	

5.08.07	Question: Is cleaning equipment maintained clean and stored properly?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 73 Equipment Maintenance and Storage & Color Coding System. All brooms and cleaning equipment were stored heads 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: Total Compliance: 4.11.2020 Cleaning equipment identified in order to prevent potential cross contamination issues. Blue - warehouse, Yellow - storage room area, White - for potatoes and/or food products, Gray - sanitation/garbage cans, Green- restrooms.	
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: Total Compliance: All items used for sanitation are appropriate for their designated purpose (e.g., no steel wool, metal bristles, etc.) Made of plastic.	
5.08.10	Question: Are toilet facilities and hand washing stations clean?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total compliance: All toilet facilities and hand-wash stations appeared 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: Total Compliance: Break facilities appeared clean, including microwaves, refrigerators, and no rotting or out of date foodstuffs observed.	
5.08.12	Question: Is the maintenance shop organized, with equipment and spares stored in a neat and tidy fashion?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Maintenance area is organized and in a separate locked area.	
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: Total Compliance: Electric forklifts and pallet jacks appeared clean and do not emit toxic fumes.	
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 No shipping trucks were observed at the audit.	
GMP	Site	
5.09.01	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: Total Compliance: 4.11.2020 SOP 74 Aerial View Description Google Earth showing the facility location, adjacent sites, roads, water sources. Exz: North view: The boundary is the road, and irrigation ditch as well as a natural gas line station. South West View, South East View, East View, West View.	

5.09.02	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: Total Compliance: 4.20.2020 There is a facility floor plan showing the layout of the building, packaging storage, cooler rooms, truck docks, office, shipping, break room, box line, tape machine, sizing bin, etc.	

GMP	Buildings and Grounds
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5.10.01	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 a breakage?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 754.14.2020 Control of Glass and Plastics & Glass or Plastic Register Lights in the facility that could potentially contaminate product, equipment or packaging are shielded to protect product from contamination in the event of breakage. Glass or Plastics Register updated 4.14.2020. Exz: All clocks throughout warehouse have a plastic cover.	

5.10.02	Question: Has the operation eliminated or adequately controlled any potential metal, glass or hard plastic contamination issues?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: Facility has eliminated any potential metal, glass or plastic contamination issues. No glass, brittle plastics, or ceramics are to be used at this facility except where necessary. No glass or ceramics shall be brought into Sun Glo's production facilities.	

5.10.03	Question: Has the facility eliminated the use of wooden items or surfaces?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Wooden walls in front of bays (flume) are on a preventative maintenance program. Wood was fixed from last year.	

5.10.04	Question: Is there adequate lighting in the production and storage areas?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: There is adequate lighting in the storage areas.	

5.10.05	Question: Is ventilation adequate to control dust, condensation, odors and vapors?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: Ventilation is adequate to control dust, condensation, odors and vapors. No issues were observed.	

5.10.06	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: 7 Score: Minor Deficiency
	Auditor Comments: Minor Deficiency: Divots in cement floor.	

Auditee Comments: Floor cracks have been filled I added pictures.....I hope it worked		View Files
	<small>CA Accepted?</small>	
CB/Auditor Review Comments: Total Compliance: Emailed evidence of cracks filled.	Yes	Possible Points: 10 Points Scored: 10 New Score: Total Compliance

5.10.07	Question: Are the floor drains where they are needed for drainage and cleanup?	Possible Points: 5 Points Scored: 5 Score: Total Compliance									
	Auditor Comments: Total Compliance: Floor drains are located appropriately and in good working condition. Gutter type and round drain made of cement.										
5.10.08	Question: Are all entry points to the production and storage areas protected to prevent the entry of rodents and birds?	Possible Points: 10 Points Scored: 10 Score: Total Compliance									
	Auditor Comments: Total Compliance: All entry points to the storage areas are protected to prevent entry of rodents and birds.										
5.10.09	Question: Are dock doors fitted with buffers/shelters to seal against trucks in temperature controlled environments?	Possible Points: 3 Points Scored: 3 Score: Total Compliance									
	Auditor Comments: Total Compliance: Dock doors are fitted with buffers to seal against trucks.										
5.10.10	Question: Are dock load levelers and buffers/shelters maintained in good condition, pest proof and debris free?	Possible Points: 0 Points Scored: 0 Score: N/A									
	Auditor Comments: N/A No dock load levelers at facility.										
5.10.11	Question: Are exterior walls free of holes to exclude pests, and are pipes, vents, and air ducts designed and protected in order to prevent pest entry (e.g., by using fine mesh)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance									
	Auditor Comments: Total Compliance: Exterior walls free of holes to exclude pests. Pipes, vents, air ducts designed and protected in order to prevent pest entry.										
5.10.12	Question: Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	Possible Points: 5 Points Scored: 3 Score: Minor Deficiency									
	Auditor Comments: Minor Deficiency: Ceiling and walls in potato packing facility were made of foam, and had discoloration/ stains to allow for proper sanitation.										
<table border="1"> <tr> <td colspan="3">Auditee Comments: Walls still made of foam</td> </tr> <tr> <td></td> <td>CA Accepted?</td> <td></td> </tr> <tr> <td>CB/Auditor Review Comments: Rejected: No correction submitted at this time.</td> <td>No</td> <td>Possible Points: 5 Points Scored: 3</td> </tr> </table>			Auditee Comments: Walls still made of foam				CA Accepted?		CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 5 Points Scored: 3
Auditee Comments: Walls still made of foam											
	CA Accepted?										
CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 5 Points Scored: 3									
5.10.13	Question: Is an 18" (46 cm) internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters, thereby allowing inspection and cleaning?	Possible Points: 5 Points Scored: 1 Score: Major Deficiency									
	Auditor Comments: Minor Deficiency: Due to limited space no 18" internal wall perimeter is being maintained. in West cooler. All other areas are maintaining an 18" perimeter.										
<table border="1"> <tr> <td colspan="3">Auditee Comments: Racks will be moved away from wall while performing construction, but currently are still in the same place</td> </tr> <tr> <td></td> <td>CA Accepted?</td> <td></td> </tr> <tr> <td>CB/Auditor Review Comments: Rejected: No correction submitted at this time.</td> <td>No</td> <td>Possible Points: 5 Points Scored: 1</td> </tr> </table>			Auditee Comments: Racks will be moved away from wall while performing construction, but currently are still in the same place				CA Accepted?		CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 5 Points Scored: 1
Auditee Comments: Racks will be moved away from wall while performing construction, but currently are still in the same place											
	CA Accepted?										
CB/Auditor Review Comments: Rejected: No correction submitted at this time.	No	Possible Points: 5 Points Scored: 1									

5.10.14	Question: Is the exterior area immediately outside the facility, including roads, yards and parking areas, free of litter, weeds and standing water?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Exterior area immediately outside the facility, including roads, yards, parking areas were free of litter, weeds and standing water	
5.10.15	Question: Are control measures being implemented for the outside storage of equipment, pallets, tires, etc. (i.e. out of the mud, pipe ends capped, stacked to prevent pest harborage, away from the building perimeter)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Control measures are being implemented for the outside storage of equipment and pallets.	
5.10.16	Question: Are pallets inspected to separate and replace dirty or broken pallets, and broken or dirty pallets are not in use?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Pallets are inspected on a continuous basis. Broken pallets are discarded. Inspector Report form for both incoming and Outbound Shipments.	
5.10.17	Question: Is the area around the dumpster/cull truck/trash area clean?	Possible Points: 3 Points Scored: 3 Score: Total Compliance
	Auditor Comments: Total Compliance: Area around the dumpster appeared to be clean.	
5.10.18	Question: Are outside garbage receptacles and dumpsters kept covered or closed?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Outside garbage receptacles and dumpsters kept covered.	
5.10.19	Question: Are all water lines protected against back siphonage?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: All water lines are protected against back siphonage.	
5.10.20	Question: Is the on-site laboratory completely enclosed and separated from production and storage areas?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No on-site laboratory.	

GMP Chemical Files		
5.11.01	Question: Are copies of all Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Copies of all Safety Data Sheets (detergents, sanitizers, etc.) on file and fully accessible at all times with clear indexes. Exz: Purell Instant Hand Sanitizer, Windex, Supra Coolant.	
5.11.02	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: Total Compliance: Labels are accessible to employees in main office in binders and on server. All chemicals observed in original containers with their labels.	

5.11.03	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: Total Compliance: 4.14.2020 SOP 77 Chemical Inventory Log here is a chemical inventory, usage log on file. Completed monthly and filed.	
5.11.04	Question: Are there specific Standard Operating Procedures (SOPs) for the monitoring/testing and changing of recirculated and batch water systems (e.g., dump tanks, flumes, hydrovacuums, hydrocoolers, etc.) and testing of single pass water systems?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 78 Changing Flume Water for testing water hourly and dumping water daily on file for review. Water is tested with test Hydron strips, logged, and filed.	

GMP	Pest Control Documentation
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5.12.01	Question: Is there a documented pest control program, 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: Total Compliance: Insurance, Business License, Field Representative License. Master List and SDS Sheets of Chemicals used. Sprague Pest Control Business ID # 278003556 Exp: 8.31.2020 55 tin cats checked weekly, 11 fly traps checked, and 20 Bait stations checked monthly.	
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: Total Compliance: Schematic drawing of the facility showing numbered locations of all pest monitoring devices both inside and outside the facility. Exterior 20 rodent bait stations, Interior 55 Tin Cats and weekly (April-Oct) 11 fly traps.	
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: Total Compliance: Service reports are created for pest control checks detailing inspection records, application records, and corrective actions of issues noted weekly by Sprague for 55 tin cats, weekly (April-Oct) for 11 fly traps, and monthly 20 outside bait stations.	

GMP	Operation Monitoring Records
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5.13.01	Question: Are there inspection records for incoming goods (e.g., raw materials, ingredients and packing materials)?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 42 Procedure for Inspection & Acceptance of Packaging Materials/Shipments -Inspection records for packaging date, supplier name, bill of lading #, damaged, # of insects, rodents found, comments. Visual inspection. Potatoes are visually inspected date, truck, inspected. "Inspection Report Form for all incoming or Outbound Shipments" must be completed by the forklift operator responsible for unloading or loading the vehicle.	
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: Total Compliance: SOP 79 Carrier Inspection Procedures Inspection logs on incoming trailers. Questions for cleanliness, rodents, holes, odors. Exz: Free from debris accumulations, free from strong foul odors, free from any hazardous chemical, petroleum, pesticides, or other contaminates, and the refrigeration unit properly operating.	

5.13.03	<p>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 (i.e. fungicides, wax, etc.), control of water activity, drying, etc.), showing, for example, monitoring frequencies, results and where necessary the corrective actions?</p> <p>Auditor Comments: Total Compliance: Monitoring systems are provided by Agri Star and Disinfecting Services for sanitizers Harvest 6.0 at 85 ppm. Hydriion test strips used to monitor hourly. Tested during audit.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
5.13.04	<p>Question: Are there records (with corrective actions) that show anti-microbial (e.g., free chlorine, ORP, peroxyacetic acid) strength testing of product contact water and ice solutions prior to start up and throughout the production runs?</p> <p>Auditor Comments: Total Compliance: Records of hourly testing on file. No corrective actions needed, not out of parameters. Well water that is tested every six months by facility is used to mix with sprout inhibitor. Hourly checks for free chlorine with Hydriion test strips chlorine, alkalinity ph, and calcium hardness.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
5.13.05	<p>Question: Are there records of visual monitoring and/or testing and changing of recirculated and batch water systems (e.g., dump tanks, flumes, hydrovacuums, hydrocoolers, etc.), for build-up of organic material (turbidity)?</p> <p>Auditor Comments: Total Compliance: Records of visual monitoring, recirculated water and dump tanks are changed daily. The only recirculating water is at the first step (flume), all water use after is fresh water.</p>	<p>Possible Points: 5 Points Scored: 5 Score: Total Compliance</p>
5.13.06	<p>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?</p> <p>Auditor Comments: N/A No hand/foot/tool dip stations at potato facility.</p>	<p>Possible Points: 0 Points Scored: 0 Score: N/A</p>
5.13.07	<p>Question: Is there a tool accountability program for knives and similar cutting hand tools used in the production area?</p> <p>Auditor Comments: Total Compliance: 4.11.2020 Knife Accountability Program for Trim Knives. Angel Mintoynne is responsible for the inspector's toolbox. All knives are numbered from one to eight. Each morning Angel uses the "Knife SignIn/Out" sheet to check knives out to authorized employees. After all knives are accounted for, they are locked and secured in the inspectors toolbox.</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
5.13.08	<p>Question: Is there a pre-operation inspection log?</p> <p>Auditor Comments: Total Compliance: The daily pre-operation log includes inspection of restrooms, pest control stations and general condition of the facility.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
5.13.09	<p>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?</p> <p>Auditor Comments: Total Compliance: Risk Assessment of Adjacent Land Use for location. No significant risk identified.</p>	<p>Possible Points: 10 Points Scored: 10 Score: Total Compliance</p>
5.13.10	<p>Question: Is there a current certificate of inspection (or similar record) for backflow prevention assemblies on water lines into the facility?</p> <p>Auditor Comments: Total Compliance: 10.19.2019 Backflow Assembly Testing and Supply LLC. File No: 190548 Manufacturer Backflow Direct, Model Deringer 20, size 4, SN 1726, PSI at this location 50. Certification # 14789. Allen Wilder. Passed.</p>	<p>Possible Points: 3 Points Scored: 3 Score: Total Compliance</p>
5.13.11	<p>Question: Is there documented evidence of the internal audits performed, detailing findings and corrective actions?</p> <p>Auditor Comments: Total Compliance: Monthly self inspections conducted by Melissa Coles most recent 4.22.2020.</p>	<p>Possible Points: 15 Points Scored: 15 Score: Total Compliance</p>

5.14.01	Question: Does the facility have a preventative maintenance program and a documented schedule?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 81 Preventive Maintenance & Repair Schedule Equipment and documented schedule daily, weekly, monthly, and quarterly master preventative maintenance schedule. Exz: Inspect all equipment, not needed repairs, all personnel meet the Good Manufacturing Practice, dail - floors/drains, weekly - taper machine, monthly - outside drip pans, annually - coolers.	
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: Total compliance: Maintenance Department Cleaning & Sanitation Log. Work Order Log. Signed off by David Gray Exz:4.30.2020 Jared Bagger #44 replaced rubber bar clamps on East SAB.	
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: Total Compliance: Logs showing that equipment is properly cleaned and sanitized after maintenance and repair work has been completed in main binder verified by Becky Arteaga.	
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: Total Compliance: SOP 25 Equipment Cleaning Procedures - Master Sanitation Schedule Exz: Daily, weekly, monthly, etc. Daily, lanes blow off each lane individually with compressed air: Keep all drops and kickers clear of potatoes.	
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: Total Compliance: There are written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment. Daily, weekly, monthly, annually.	
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: Total Compliance: Daily cleaning schedule log. Shows what was done, when, and by who.	
5.14.07	Question: Are there records showing verification of cleaning and sanitizing chemical concentrations?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A SOP 84 4.14.2020 Sun Glo does not mix any chemicals on-site. Full label descriptions are provided on original containers.	
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, ice makers, etc.), where applicable?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 78 Documented procedures and completion records for clean-in-place (CIP) activities for flumes. Exz: Daily water change, flush, and fill procedures for recirculating flume system. Total chlorine 10ppm with test kit (strips) Leisure Time.	
5.14.09	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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No ATP testing takes place. Per the standards Potatoes are exempt, kill step involved.	

5.14.10	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: Total Compliance: Daily housekeeping logs show floor drains are cleaned daily, floors, break room, bathrooms, etc. 4.30.2020 Cleaning Flooring Under and Surrounding Exeter.	
5.14.11	Question: Are there records showing filters in air conditioning, ventilation and air filtration units are regularly cleaned and replaced?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Forced air fans were installed within the year. They will be cleaned at least annually and replaced as needed.	
5.14.12	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: Total Compliance: SOP 85 4.14.2020 IVI installed within the year, they will be servicing within the year. Invoice on file for coolers 3.28.2020 No 102230.	
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: Total Compliance: SOP 75 Control of Glass and Plastics & Glass or Plastics Register for all Facility. Includes: Checklist of monthly checks Glass or Plastic Register - 4.14.2020 Two hallway doors in which employees enter the plant also contain glass, entire plant has LED shatterproof light bulbs.	
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: Total Compliance: SOP 86 Food Safety GMP Orientation Training For All Workers Including New Hires. Records in binder GMP Training, Basic food safety requirements as per company rules 4.18.2020 All new hires are required to sign the company's food safety hygiene and health policy. Trainer: M.C. All workers.	
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: Total Compliance: SOP 87 Logs of ongoing worker Food Safety/Food Defense & Security conducted monthly basis. Most recent was conducted on 3.18.2020 all employees.	
5.15.03	Question: Is there a documented training program with training logs for the sanitation workers, including best practices and chemical use details?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Document SOP Production Facility Cleaning Reviewed in Sanitation Crew Training. Topics: Food Safety Policy - review employee policies, always wash hands before returning to work, hair & beard nets, do not run inside plant, etc. Food Security - report anyone who does not have an ID badge, food, drinks, or anything out of the ordinary to a supervisor immediately. Sun Glo of Idaho, Inc. COVID-19 (Coronavirus) Policy 3.18.2020.	
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 return to work requirements? (In countries with health privacy/confidentiality laws, e.g. USA, auditors can check procedure/policy but not the actual records).	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 89 Reports Any Accident That Maybe A Cross Contamination Risk - Company policy has 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.	

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: Total Compliance: SOP 90 Worker Nonconformance Records and Corrective Actions -There are worker food safety non-conformance forms and associated corrective actions on file. All worker nonconformance Records and Corrective Actions are documented and maintained in employees individual files. None to date.	
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: Total Compliance: SOP 91 Visitors and Contractors GMP Compliance are required to sign a log stating that they will comply with the operation's personal hygiene and health policies. Time in and time out. Posted at entrance of office and at packing facility.	
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: Total Compliance: SOP 92 Microbiological Testing Program - Written risk-based, scientifically valid microbiological testing program on file for water. All samples have the pH level tested. Idaho Food Quality Assurance Lab Potato MDL Results. Water sampling SM9223B-P/A, QT.	
5.16.02	Question: Are there records of microbiological test results and does testing meet the program requirements?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A Per standards potato facilities are not required to conduct environmental microbiological test.	
5.16.03	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?	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 93 Microbiological Testing on Water Municipal Water used, tested every six months conducted by Tested for Total Coliform and E. coli SM9223B-QT < 1.0 MPN/100ml. Teton Microbiology Laboratory, Inc. EPA ID00969Lab ID# ID00969. Certificate is in effect through September 30, 2020. Absent	
5.16.04	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?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No ice used in the facility.	
5.16.05	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?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A Compressed air does not come in direct contact with product or packaging.	
5.16.06	Question: Are there records of other tests (e.g., spent sprout irrigation water, product, raw ingredients, etc.) that are performed for any reason (e.g., customer requirements, best practice, regulatory requirements) and does testing meet program requirements?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No other tests performed.	

5.16.07	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?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 92 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.	
5.16.08	Question: Are there records of corrective actions taken after unsuitable testing results that describe the steps taken, responsibility for taking those steps, and actions taken to ensure that the cause of contamination has been identified and corrected?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No corrective actions to date. No unsuitable testing.	
5.16.09	Question: Where food safety related testing is being done in-house, is there a laboratory quality assurance manual with validated testing methods and protocols, evidence of training related to sample collection and testing protocols, and relevant records of results?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No in house testing is taking place. All samples sent out.	

GMP	Temperature Controlled Storage & Distribution Logs
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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 Potatoes are not a temperature sensitive product. They are being cooled for quality purposes.	
5.17.02	Question: Are there temperature logs for the production area (if refrigerated)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A Production area was not refrigerated.	
5.17.03	Question: Are there temperature logs for storage rooms?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: Round wall thermometers in storage. Checked daily 40-70F	
5.17.04	Question: Is there a documented procedure for checking truck trailer temperature prior to shipping?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 79 Carrier Inspection Procedures for checking truck trailer temperatures prior to shipping. Potatoes are shipped in ambient temps. For quality best if temperatures are below 45F. Exz: Free from debris accumulations, free from strong foul odors, free from any hazardous chemical, petroleum, pesticides, or other contaminates, etc.	
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: Total Compliance: Recorded on Loading Map. Trailers are checked prior to being loaded. Temperature settings are 45F.	
5.17.06	Question: Is there a documented procedure for reviewing the sanitary condition of truck trailers that will transport the product?	Possible Points: 5 Points Scored: 5 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 79 Carrier Inspection Procedures for reviewing sanitary condition of truck trailers that will transport the product on file in binder. Exz: Free from debris accumulations, free from strong foul odors, free from any hazardous chemical, petroleum, pesticides, or other contaminates, etc. If truck is not free from debris it must be cleaned out and floor swept prior to loading.	

5.17.07	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: Total Compliance: 4.9.2020 SOP 79 Inspector Report Form for all Outbound Shipments has area for recording of sanitary condition logs for shipping truck trailers.	

GMP	Allergen Control
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5.18.01	Question: Are there no allergen risks handled or stored within production and storage areas?	Possible Points: 0 Points Scored: 0 Score: Yes
	Auditor Comments: Yes: There are no allergen risks handled or stored within the storage areas.	

5.18.02	Question: Has a documented allergen management plan been developed?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

5.18.04	Question: Is there a dedicated allergen production line or adequate clean down and production procedures that prevent allergen cross contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

5.18.05	Question: Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

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 No allergen risks handled.	

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: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

5.18.08	Question: Are worker practices adequate and being followed to protect against allergen cross-contact and against contamination of food?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No allergen risks handled.	

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 No allergen risks handled.	

HACCP	Preliminary Steps
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6.01.01	Question: Is there a team responsible for the HACCP program at the operation, with a leader assigned, if applicable, for the development, implementation and on-going maintenance of the HACCP system?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: HACCP 01 Development, Implementation, & Maintenance of the HACCP Program team: 8 employees with Melissa Coles being the leader assigned for the development, implementation and on-going maintenance of the HACCP system. HACCP Coordinator: Melissa Coles (Food Defense Coordinator/HR Manager) CFO: Bruce Crapo, Plant Supervisors: Luis Gordo, Flor Gordo, Shipping Supervisor: Rick Mower, Maintenance Manager: Jared Davis, Procurement Manager: Roger Morris, Dockside: Susan Ashley.	
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: Total Compliance: HACCP 02 Evidence that the HACCP team members have been trained on HACCP principles on file. Exz: Melissa Coles HACCP trained August 5 & 6 2015 Idaho Falls, ID. Jeff Kronenberg, M.S AFDO HACCP Trainer Cert#U0061-0691- 1-3251 1. Melissa trained HACCP principles on 4.18.2020.	
6.01.03	Question: Does a product description exist for the products produced?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP 99Product description exist for potatoes. Fresh Potatoes grown by local growers. Potato, Solanum tuberosum, is an herbaceous perennial plant in the family Solanaceae which is grown for its edible tubers. The potato plant has branched stem and alternately arranged leaves consisting of leaflets which are both of unequal size and shape.	
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: Total Compliance: process for potatoes have been flow charted in sufficient detail to completely describe the packing of potatoes. Potatoes come from the field or cellar to packing house are unloaded/inspected, flume, dirt eliminator, destoner, polisher, ect.	
6.01.05	Question: Is there documented evidence that the flow chart(s) been verified on-site?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	Auditor Comments: Total Compliance: SOP100 evidence that the flow chart has been verified on-site by Melissa Coles HACCP coordinator and Bruce Crapo CFO 4.14.2020.	
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) DOWNSCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT.	Possible Points: 15 Points Scored: 15 Score: Total Compliance
	Auditor Comments: Total Compliance: Hazard analysis chart on file that has been conducted, showing the various types of hazards, their likelihood of occurrence, their associated severity and their control measures. Chemical, physical, and biological hazards. 4.14.2020 Melissa Coles.	
6.02.02	Question: Have CCP decisions been made with 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: Total Compliance: CCP decisions have been made by HACCP Team - Potatoes are considered low risk and kill step (cooking).	
6.02.03	Question: Have critical control point (CCP) processing steps been identified that eliminate or reduce food safety hazards to an acceptable level? Informational gathering. If the answer is YES, continue with the next question. If the answer is NO, the rest of "Module 6 HACCP" is not applicable	Possible Points: 0 Points Scored: 0 Score: No
	Auditor Comments: No: No CCPs have been identified.	

6.02.04	Question: Have CCP critical control limits been established and supported by relevant validation documentation?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.05	Question: Have monitoring requirements and frequencies been determined and documented for the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.06	Question: Have specific responsibilities been assigned for the monitoring, recording and corrective action implementation of each CCP?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.07	Question: Have standard operating procedures (SOPs) been created for the monitoring process(es) of the CCPs, which would include how to carry out the monitoring activities?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.08	Question: Have corrective action procedures been established for the CCPs, including a detailed action plan for operators to follow if the critical control limit(s) of a CCP are not met (loss of control/deviation) and plans to adjust the process back into control?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.09	Question: Have recording templates (recording forms) been developed for monitoring the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.10	Question: Have verification plans and schedules been developed for each CCP?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.11	Question: Is the HACCP system verified when operational changes are made and at least once every 12 months?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.02.12	Question: Is there documented evidence that all plant workers have attended a HACCP training, including training for CCP operators?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
HACCP Execution of the HACCP Plan on the Plant Floor		
6.03.01	Question: Do all of the documents noted in the HACCP Plan accurately reflect plan requirements for the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	

6.03.02	Question: Are the CCP monitoring activities and frequencies in compliance with the HACCP Plan and CCP SOPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.03.03	Question: Do CCP operators understand basic HACCP principles and their role in monitoring CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.03.04	Question: Are CCP monitoring records signed off (or initialed) by the operator(s) who are carrying out and recording the CCP check?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.03.05	Question: Is there a deviation record detailing documented corrective actions when a deviation/loss of control of a CCP occurs (a critical control limit is exceeded)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	
6.03.06	Question: Are the CCP records reviewed and signed off by the quality control supervisor and/or management (second signatory)?	Possible Points: 0 Points Scored: 0 Score: N/A
	Auditor Comments: N/A No critical control points have been identified.	