

For Rule book

		Food Safety Audit				
Situation (Picture Video, Written Scenario, Live Demonstration)	Food Safety Observation or Concern	Corrective Action	Related Policies 1	Related Policies 2	Risk Type	Total Point
4-8 situations to observe with policies to outline the food safety requirements	List reasons or what the issue is	List the action to correct this situation	Facility, Sanitation, Pest Control, GMPS, Allergens, Foreign Material	Facility, Sanitation, Pest Control, GMPS, Allergens, Foreign Material Use 2 only if violates more than one policy	Biological, Chemical, or Physical	
Point Value	40%	45%	10%		5%	80

Actual audit form

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Picture 1	1. No beardnet (4%) 2. No gloves (4%) 3. Wrong band aid (4%)	1,2. Have employees put on beardnet and gloves. 3. Replace bandaid with metal detectable one. 1,2,3. Retrain employees on GMPS (4 CAR / 3.2% per finding / 12.8%)	GMP (hairnet, gloves, bandaid) (2.5%)		Biological (bacteria on hands, bloodborne pathogens) (0.7%) Physical (hair, bandaid) (0.7%)	
Picture 2	1. Plastic and wood on ground (4%) 2. Spill under belt (4%) 3. Wrenches on floor and on belt (4%)	1. Throw away plastic and wood. 2. Clean up spill 3. Clean tools and return to proper place. 1,2,3. Train employees on policies (4 CAR / 3.2% per finding / 12.8%)	GMP (tool storage, clean facility) (1.25%)	Maintenance (Properly stored tools, areas cleaned after) (1.25%)	Biological (dirty tools on ground) (0.7%) Chemical (spill) (0.7%) Physical (foreign Material) (0.7%)	
Picture 3	1. Door ajar (4%) 2. Rodent activity (4%)	2. Contact pest control about rodent sighting 1. Close door 1. Retrain employees (3 CAR / 3.23% per finding / 9.7%)	GMP (door shut) (1.25%)	Pest Control (rodent activity, open door) (1.25%)	Biological (Pests) (0.7%)	

Actual audit form

Picture 4		1. Put in work order to remove rust on door frame and drain cover 2. Work order to fix crack 1,2. Review that work is done during facility audits (3 CAR / 3.23% per finding / 9.7%)				
	1. Rust on door frame and on drain frame (4%) 2. Crack on floor (4%)		GMP (crack on floor, rust) (2.5%)		Biological (harborage for pathogens) (0.7%)	
	Point Value	40%	45%	10%	5%	
	Lose points for incorrect answer?					

Example

Situation (Picture Video, Written Scenario, Live Demonstration)	Food Safety Observation or Concern	Corrective Action	Related Policies 1	Related Policies 2	Risk Type	
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	Dirty area, unclean conditions	Clean the area, ensure frequency of cleaning is suitable, retrain sanitation employees who perform the task	Sanitation		Biological	
	Open door that can allow rodents and other contamination into the facility	Close the door, submit a maintenance request if door is damaged		Facility, Pest Control, GMPS	Biological	
	Temporary repair on air hose, green tape	submit work request to fix hose or replace	GMPs	Facility	Physical	
	Employee is not wearing gloves and is going to touch food	Ask employee to put on gloves and retrain	GMPs		Biological	
	Employee has a pen in smock pocket	Ask employee to remove the pen and retrain	GMPs		Physical	
	Employee is not wearing their hair net properly	Ask employee to fix their hair net and retrain	GMPs		Physical	

* Review the 2023 Safety and Sanitation team activity to see the complete presentation with larger images and the policies.