

FOOD SAFETY AND SANITATION

Food Science &
Technology CDE Contest
2024

YOUR TASK:

You are being asked to complete a Food Safety and Sanitation Audit for

Bakery Buns Manufacturing on November 12, 2024 in Nashville, TN

Upon arrival you will check in with Stacey Monroe, the Quality Director at the facility. She can be reached at 555-867-5309, if needed.

You will be required to follow the plant's GMPs Policy, at all times, during your audit.

The GMP Policy is shown below.

You should also familiarize yourself with other **Food Safety Plant Policies**.



The image shows a 'Food Safety Sanitation Report Form' tilted at an angle. At the top, it says 'Food Safety Sanitation Report Form' in bold blue text, followed by '90 POINTS' in red. Below this are several lines for information: 'Date', 'Plant', 'Location', 'Inspection Team Member's State', 'Team Number', 'Plant Contact', and 'Contact Information'. At the bottom, there is a table with three columns: 'Category', 'Observation and Concern', and 'Recommendation or Corrective Action'. The table has two rows of data. The first row is for 'General maintenance of physical facilities' and the second row is for 'Cleaning and sanitizing of'. The table is currently empty of data.

Category	Observation and Concern	Recommendation or Corrective Action
• General maintenance of physical facilities		
• Cleaning and sanitizing of		

AUDIT AGENDA

Arrive & Check-In

Review provided GMP Policy Food Safety Plant Policies (below)

Concentration of Audit Areas

1. Manufacturing Production
2. Exterior Facility
3. Sanitation

Complete Food Safety Sanitation Report Form

- *Remember to identify the observation(s) in each photo and why it is a FOOD SAFETY concern and provide a recommended corrective action, identify the related policy(ies) for each observation, and food safety risk type.*

BAKERY BUNS MANUFACTURING

GMP POLICY

All Bakery Bun employees and any visitors entering the facility are required to adhere to this policy.

1. All garments must be clean, in good repair, and of readily washable materials. Long pants and close-toed shoes are also required.
 - a. Nothing may be stored in outer pockets.
 - b. No watches, earrings, studs, necklaces, or facial piercings are allowed at any time in the production areas.
 - c. The following frocks must be worn by personnel for the designated job when in a processing area.
 - i. White Uniform or Frocks – worn by product contact personnel only
 - ii. Blue frock - worn by sanitation personnel only
2. Everyone entering the production area must wear a hairnet, and beard net if appropriate, wash and sanitize hands and use boot washer.
 - a. Provided gloves must be worn if touching or handling food or food contact surfaces
3. All areas of the facility must be kept clean, in good repair and tools stored in the properly identified areas.
4. All doors are to remain shut during operations.
 - a. All doors on the manufacturing floor leading to outside must remain shut and locked at all times. Access to these doors can be granted based on job function.
5. All pens used in production, bandages, and lanyards must be blue and metal detectable.

BAKERY BUNS MANUFACTURING SANITATION POLICY

All Bakery Bun employees and any visitors entering the facility are required to adhere to this policy.

1. Employees performing sanitation duties must use proper equipment and wear proper attire and personal protective equipment.
2. All sanitation equipment must be stored in its proper location when not in use.
 - a. Storage location must be easily identified with a “Sanitation Chemical Storage” sign.
3. All water nozzles must be kept clean and in good working order.
4. All chemicals will be properly labeled and used following the manufacturers requirements.
5. All areas must be inspected for cleanliness before it can be released to be used in production.
6. All equipment and tools used during sanitation must be stored properly when sanitation is completed.
7. All chemicals used for sanitation must stored in the identified chemical storage cabinet and locked.
 - a. The chemical safety data sheets are to be kept with the storage cabinet. No other materials should be stored on the cabinet.

BAKERY BUNS MANUFACTURING MAINTENANCE POLICY

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By following this policy, we aim to maintain a safe and efficient working environment and ensures the quality and safety of our products. The facility is to be maintained to meet the requirements in 21 CFR 117.

1.Tools:

- All tools must be properly cleaned and sanitized after use.
- Tools should be stored in designated areas to prevent contamination and ensure easy access.
- Only tools provided by the facility are to be used for maintenance tasks.
- Personal tools or unauthorized equipment are strictly prohibited.
- Tools must be inspected before use to ensure they are in good working condition.

2.Cleanliness:

- During maintenance activities mechanics must wear plant provided clothing.
- Areas and equipment where maintenance tasks are performed must be cleaned and inspected by QA before being released to manufacturing

3.Compliance:

- All maintenance activities must comply with 21 CFR 117.20, which outlines the requirements for plant and grounds maintenance.
- Regular audits will be conducted to ensure adherence to this policy.
- Any deviations from this policy must be reported immediately to the maintenance supervisor.

4.Responsibility:

- It is the responsibility of all employees to adhere to this policy and ensure the proper maintenance of tools and equipment.
- Supervisors are responsible for enforcing this policy and providing necessary training to staff.

BAKERY BUNS MANUFACTURING PEST CONTROL POLICY

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Bakery Buns uses an outside contractor firm, Pest Patrol Inc, to assist with pest control needs. This does not eliminate the requirement of Bakery Buns employees and visitors from being diligent in following the pest control policy and other related policies.

Potential Pest Risks and Control Methods:

- Rodents – interior catch traps and exterior bait stations are located in critical locations throughout the plant and around the perimeter of the building.
- Insects – reducing activity can be done vacuuming, spot application of chemicals, insect light traps, and/or fumigation
- Bird Control – building structure designed to eliminate nesting location, capture and elimination services requested for breach into facility
- Termites and Wood organisms – a chemical barrier treatments should be applied, as needed

Prevention:

- All employees are required to look for signs of pests and report sightings to plant management and/or the Director of Quality
- All exterior doors and windows should remain closed and locked at all times to reduce access points for pests.
- Regular inspection of facility exterior should be completed and any gaps, cracks, and holes should be sealed
- There should be no litter or standing water outside of the facility.
- All products, raw materials, or packaging should be inspected upon arrival and stored on appropriate pallets or racking system to remain off of the floor.
- Food products, raw materials, or packaging that are found to be contaminated by pest activity should be disposed of, and the source of pest infestation should be investigated and resolved. Records shall be kept of disposal, investigation, and resolution.
- Trash should be removed daily to eliminate harborage opportunity.

1.



2.



3.



intertek
alchemy

4.



THANK YOU

For providing pictures

The logo for Intertek Alchemy, featuring the word "intertek" in a dark blue, lowercase, sans-serif font, and the word "alchemy" in a bright yellow, lowercase, sans-serif font, positioned directly below "intertek".

intertek
alchemy