

Unannounced Audit

USDA Food Safety Audit – California Cantaloupe Advisory Board Audit Verification Checklist – Field & Harvesting



This program is intended to assess a California Cantaloupe Advisory Board member compliance with “The audit checklist” for food safety and the U. S. Food and Drug Administration’s *“Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables.”* and *“Guidance for Industry: Guide to Minimize Microbial Food Safety Hazards of Melons”*.

Handler Name:		Date of Audit:	
Main Address:			
Telephone Number:		Fax Number:	
Contact Person:		Contact Number:	
Email Address:			
Grower:		Ranch:	
Cooler Facility or Packinghouse:			
Harvest Company(s):			
Sanitation Company(s):			
Auditor(s): (list all auditors with the lead listed first)			

UNANNOUNCED AUDIT CHECKLIST

FOR THE

CALIFORNIA

*Commodity Specific Food Safety Guidelines for
the Production, Harvest, Cooling, Packing, Storage, and Transporting
of Cantaloupes and Other Netted Melons*

Item #		Guidance Reference Number	Required Elements of Food Safety Program	Document (D), Record (R), Observation (O)	YES	Not Applicable	NO	Comments
Announced audit	Unannounced audit							
		I.	Common Elements					
		1.0	<i>Food Safety Policies and Plans</i>					
5	1	1.1	An identified person responsible for the company's food safety program and 24-hour contact information for both a primary and secondary contact.	D				
6	2	1.1	A corrective actions policy with verification for effectiveness	D				
		2.2	<i>Product traceability program must include:</i>					
15	3	2.2.1 2.2.1	Finished product labeled appropriately for traceability purposes	O				
		3.3	<i>Hygiene program must require that:</i>					
19	4	3.3	Employees wash their hands before beginning or returning to work, after eating, smoking, using toilet facilities, or any other clear source that may cause hands to become contaminated with pathogens.	O				
21	5	3.3	If gloves are used, they must be provided by the employer and not removed from the work place by employees.	O				
22	6	3.3	If gloves are reused, they must be cleaned and sanitized daily.	R				
23	7	3.3	If gloves are used, they must be changed as necessary after any event that may cause gloves to become contaminated.	O				
24	8	3.3	Gloves must not be worn when using the toilet facilities, eating or handling unsafe or non-food grade materials.	O				

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25	9	3.3	Hand-held tools and protective garments must not be taken into the toilet facilities or placed on the ground.	O				
26	10	3.3	Personal items must be stored outside of the harvest area.	O				
27	11	3.3	Smoking, eating and drinking (except water) shall be confined to designated areas.	O				
28	12	3.3	Spitting, chewing gum or tobacco, urinating, or defecating shall be confined to designated areas.	O				
		3.4	<i>Worker health program must require that:</i>					
29	13	3.4	Workers, visitors, vendors and 3 rd party contractors with symptoms of illness or infectious disease are prohibited from handling cantaloupe.	O				
30	14	3.4	Workers, visitors, vendors or 3 rd party contractors with open cuts or lesions are prohibited from handling cantaloupe.	O				
32	15	3.4	First aid kits are available and materials are unexpired and maintained in sanitary and usable condition.	O				
		3.5	<i>Toilet facilities and hand washing stations must:</i>					
33	16	3.5	Meet applicable stated and/or federal regulations.	D				
35	17	3.5	Be serviced on a scheduled basis at a location that minimizes the potential risk of product contamination.	R				
36	18	3.5	Be properly stocked with soap and disposable towels, and toilet paper.	O				

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37	19	3.5	Constructed of materials that can be cleaned and sanitized.	O				
		4.2	<i>Food contact surfaces, facilities and equipment</i>					
40	20	4.2	Food contact surfaces are constructed of material that is easily cleanable and able to be sanitized.	O				
41	21	4.2	Food contact surfaces are cleaned and sanitized daily, after maintenance, after moving between ranches, or if potential contamination occurs.	R				
42	22	4.2	A pre-operative inspection of equipment and facilities must be conducted daily to ensure that sanitation has been satisfactorily completed.	R				
43	23	4.2	If knives and clippers are used, receptacles must be available with proper sanitizing solution.	O				
		4.5	<i>Cleaning and sanitizing chemicals must be:</i>					
52	24	4.5	Be stored in a secure, vented area.	O				
53	25	4.5	Be away from the food handling area and any storage areas for raw or finished product packaging materials.	O				
54	26	4.5	Be labeled in accordance with applicable manufacturer's instructions and a MSDS kept on file.	O				
		5.0	<i>Equipment Construction and Maintenance</i>					
55	27	5.1	A master maintenance schedule must be	D				

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			documented and clearly identify all equipment and/or equipment numbers and maintenance frequency.					
56	28	5.1	Glass and brittle plastic on equipment are shatter-proof or covered.	O				
58	29	5.1	Food contact surfaces must be constructed of materials that can be easily cleaned and sanitized and will not harbor pathogens.	O				
		II.	Primary Production Operations (Growing)					
		8.0	Water					
66	30	8.1	A written water system description (e.g. map, photo, drawing) indicating the location and irrigation system, all fixtures and direction of water flow.	D				
		III.	Harvest and Field Packing Unit Operations					
		13.0	Harvest environmental risk assessment					
83	31	13.1	A written harvest environmental risk assessment of the production field, water sources, and surrounding area was completed and documented the assessment dates, any changes since the pre-harvest assessment, any presence of fecal contamination, and any corrective actions described in Table III-1 and Figure 6.	R				
		14.0	Harvest					
84	32	14.1	An individual is designated as responsible for harvesting food safety.	D				
85	33	14.1	Practices and procedures are in place to protect against the introduction of	O				

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			pathogens between multiple harvests in the production area (e.g. daily harvest environmental risk assessment).					
		15.0	Field Packing Operations					
86	34	15.1	Field packing equipment is maintained and appropriate for packing cantaloupes in accordance with Sections I-4.1-4.2, and I-5.1.	O				
87	35	15.1	Workers, visitors, vendors and 3 rd parties have met the requirements of Section I-3.1-3.4.	O				
		16.0	Water Used During Harvest					
90	36	16.1	Water used on cantaloupe or food contact surfaces must have no detectable generic <i>E. coli</i> and have sufficient levels of disinfectant (e.g. Chlorine-based disinfectants greater than 10 ppm free chlorine after application and pH 6.5-7.0, ORP greater than 725mV, or other approved and validated treatment per product US EPA label for human pathogen reduction in water).	R				
		17.0	Harvest and Field Packing Containers					
93	37	17.1	Field containers are distinguishable from finished product containers.	O				
94	38	17.1	SOP for daily inspection of harvest and field packing materials and containers that includes overnight storage and daily inspection is being followed.	O				
95	39	17.1	Single-use harvest and field packing materials or containers are not reused.	O				
96	40	17.1	Harvest and field packing materials or	O				

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			containers are properly labeled for traceability and meet the requirements of Section I-2.2.1.					