

## Unannounced Audit

### USDA Food Safety Audit – California Cantaloupe Advisory Board Audit Verification Checklist – Packinghouse/Cooler



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”.

<b>Handler Name:</b>		<b>Date of Audit:</b>	
<b>Main Address:</b>			
<b>Telephone Number:</b>		<b>Fax Number:</b>	
<b>Contact Person:</b>		<b>Contact Number:</b>	
<b>Email Address:</b>			
<b>Grower:</b>		<b>Ranch:</b>	
<b>Cooler Facility or Packinghouse:</b>			
<b>Harvest Company(s):</b>			
<b>Sanitation Company(s):</b>			
<b>Auditor(s):</b> (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							
		<b>I.</b>	<b>Common Elements</b>					
		<b>1.0</b>	<b><i>Food Safety Policies and Plans</i></b>					
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				
		<b>2.2</b>	<b><i>Product traceability program must include:</i></b>					
15	3	2.2.1	Finished product labeled appropriately for traceability purposes	O				
		<b>3.3</b>	<b><i>Hygiene program must require that:</i></b>					
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, facility floor or other insanitary location.	O				
26	10	3.3	Personal items must be stored outside of the packing, cooling and/or storage 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				
		<b>3.4</b>	<b><i>Worker health program must require that:</i></b>					
29	13	3.4	Workers, visitors, vendors and 3 <sup>rd</sup> party contractors with symptoms of illness or infectious disease are prohibited from handling cantaloupe.	O				
30	14	3.4	Workers, visitors, vendors or 3 <sup>rd</sup> 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				
		<b>3.5</b>	<b><i>Toilet facilities and hand washing stations must:</i></b>					
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	O				

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			towels, and toilet paper.					
37	19	3.5	Constructed of materials that can be cleaned and sanitized.	O				
		<b>4.2</b>	<b><i>Food contact surfaces, facilities and equipment</i></b>					
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, 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				
45	23	4.2	If knives and clippers are used, receptacles must be available with proper sanitizing solution.	O				
		<b>4.5</b>	<b><i>Cleaning and sanitizing chemicals must be:</i></b>					
54	24	4.5	Be stored in a secure, vented area.	O				
55	25	4.5	Be away from the food handling area and any storage areas for raw or finished product packaging materials.	O				
56	26	4.5	Be labeled in accordance with applicable manufacturer's instructions and a MSDS kept on file.	O				
		<b>5.0</b>	<b><i>Equipment Construction and Maintenance</i></b>					
58	27	5.1	A pre-operative inspection of equipment and	R				

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			facilities must be conducted daily to ensure that maintenance deficiencies or requirements are completed.					
59	28	5.1	Glass and brittle plastic on equipment are shatter-proof or covered.	O				
61	29	5.1	Food contact surfaces must be constructed of materials that can be easily cleaned and sanitized and will not harbor pathogens.	O				
		<b>IV.</b>	<b>Facilities</b>					
		<b>18.0</b>	<b>Facility Construction, Design and Maintenance</b>					
62	30	18.1	Facility grounds, roads and parking areas must be maintained in a condition that will control, reduce, or eliminate the risk of contamination including the following:	O				
63	31	18.1	Adjacent land use does not pose a risk of cross-contamination.	O				
64	32	18.1	Grounds are free of standing water, litter, waste, tall grass and weeds.	O				
65	33	18.1	Waste treatment and disposal does not pose a risk of cross contamination.	O				
66	34	18.2	Facility and equipment used in packing and/or cooling cantaloupe shall be designed, constructed and maintained to facilitate cleaning and sanitation.	O				
68	35	18.2	Water on the floor drains appropriately.	O				
69	36	18.2	Air intakes are not located near potential	O				

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			sources of contamination.					
70	37	18.2	Food contact surfaces are appropriate for their intended use.	O				
71	38	18.2	Food contact surfaces are constructed of appropriate materials.	O				
72	39	18.2	Facility water systems are equipped with back-flow prevention devices where appropriate and tested to ensure the devices are functioning properly.	O				
73	40	18.2	Lights are equipped with shatter-proof light bulbs or have protective coverings to prevent foreign material contamination.	O				
74	41	18.2	There is no evidence of overhead condensation that could pose a risk of contamination to the product or food contact surfaces.	O				
75	42	18.2	Waste water collection areas are designed to prevent cross-contamination.	O				
76	43	18.2	There is a designated area away from food handling areas for workers, visitors, vendors and 3 <sup>rd</sup> parties to store their personal items.	O				
78	44	18.3	All materials must be acceptable for use in and around a food facility.	O				
80	45	18.3	An inspection buffer must be maintained on both the inside and outside of the facility.	O				
			<b>19.0 Facility Sanitary Operations</b>					
83	46	19.1	Cantaloupes do not contact the floor or any	O				

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			other non-food contact surface.					
84	47	19.1	Cantaloupes that fall on the floor must be discarded.	O				
85	48	19.1	Condensation that forms in the facility (e.g. after defrost) does not pose a risk of contamination to cantaloupes and food contact surfaces.	O				
86	49	19.1	Waste is placed in appropriate receptacles with serviceable lids.	O				
87	50	19.1	Old or unused equipment does not pose a risk of contamination.	O				
		<b>19.2</b>	<b><i>Cooling and Cold Storage</i></b>					
88	51	19.2	Packing materials and product containers (e.g. bins) are stacked to allow uniform air flow and distribution.	O				
89	52	19.2	Equipment used to control environmental conditions (e.g. temperature and humidity) is maintained and calibrated on a routine basis.	O, R				
		<b>20.0</b>	<b><i>Receiving</i></b>					
91	53	20.1	Incoming cantaloupe loads are inspected for potential risks of contamination	O				
		<b>21.0</b>	<b><i>Unloading Operations</i></b>					
92	54	21.1	Unloading operations are conducted in a manner that minimizes, reduces, or eliminates the potential for cross-contamination.	O				
		<b>22.0</b>	<b><i>Cooling Field Cantaloupes</i></b>					
93	55	22.1	If water is used to cool cantaloupes, it must have no detectable total coliforms and have	O				



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			sufficient levels of disinfectant to reduce the risk of cross-contamination (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).					
94	56	22.1	Disinfectant levels must be monitored and measured and instrumentation must be maintained and calibrated routinely.	O,R				
95	57	22.1	All cooling equipment, including dumps, spray nozzles, filters, contact surfaces, fans, coils and condensers must be cleaned and sanitized on a regular basis to assure the potential for cross-contamination is minimized.	O,R				
96	58	22.1	Procedures for when and how often recirculated water is to be refreshed are documented and followed.	O				
		<b>23.0</b>	<b>Facility Water</b>					
97	59	23.1	Water management plan must include preventive controls, monitoring and verification procedures, and corrective actions.	D				
98	60	23.1	Water used on cantaloupes or food contact surfaces in the facility must meet EPA microbial standards for drinking water of no detectable total coliforms and have sufficient levels of disinfectant to reduce the risk of cross-contamination (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	R				

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			for human pathogen reduction in water).					
99	61	23.1	Disinfectant levels must be monitored and measured and instrumentation must be maintained and calibrated routinely.	R				
100	62	23.1	Procedures for when and how often recirculated water is to be refreshed are documented and followed.	O				
101	63	23.1	Waste water is disposed appropriately.	O				
		<b>24.0</b>	<b><i>Post-harvest Product Containers, Packaging Materials, Finished Product Containers and Pallets</i></b>					
		24.1	<i>Post-harvest product containers:</i>					
102	64	24.1	Are stored in a manner that protects against pest infestation, dust and debris.	O				
103	65	24.1	Are distinguishable from field containers and/or finished product containers.	O				
104	66	24.1	If reusable, are constructed of or covered with materials that are cleaned and sanitized.	O				
		24.2	Finished product containers, packaging materials and pallets must have:					
107	67	24.2	Protection from wind-blown dirt, chemical sprays, birds, rodents and other pests.	O				
108	68	24.2	Labels for traceability and meet the requirements of Section I-2.2.1.	O				

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109	69	24.2	Storage area or yard is clean and included in facility pest control program.	O				
		<b>25.0</b>	<b>Cold Storage and Warehousing</b>					
110	70	25.1	Product is stored and warehoused under conditions that will protect them against physical, chemical and microbial contaminations and in a manner that does not facilitate cross-contamination.	O				
111	71	25.1	Product is stored and warehoused at appropriate temperatures and temperature monitoring devices are calibrated on a regular basis.	O,R				
112	72	25.1	Refrigeration temperature logs are available.	R				
114	73	25.1	Workers, visitors, vendors and 3 <sup>rd</sup> parties have met the requirements of Section I-3.1-3.4.	O				
		<b>V.</b>	<b>Transportation</b>					
		<b>26.0</b>	<b>Transportation</b>					
115	74	26.1	SOP for loading and unloading procedures, including transportation vehicle inspection for cleanliness and odors.	D				
116	75	26.1	Documentation that refrigeration equipment in refrigerated vehicles is working.	D				
117	76	26.1	Documentation that operator maintains a temperature that is appropriate for the particular cantaloupe being transported.	D				

