

**FINAL AUDIT REPORT**

Operation Type: Packinghouse  
Audit Report Summary

CB Registration No. PA-PGFS-5097-1  
PrimusGFS ID #99101 - Cert:4  
Audited by Primus Auditing Operations

PrimusGFS Version 2.1-2

Ver en Español

<b>Organization:</b>	<b>Coast Citrus Distributors</b> Contact(s): <a href="#">Ana Sanchez</a> <a href="#">Isabel Freeland</a> Address: 7597 Bristow Court 92154 Location: San Diego, California, United States Phone Number: (619) 661-7950				
<b>Operation:</b>	<b>Coast Citrus Distributors/Coast Tropical</b> Contact(s): <a href="#">Ana Sanchez</a> Location: 7597 Bristow Court San Diego, California 92154, United States				
<b>Shipper:</b>	Coast Citrus Distributors				
<b>Operation Type:</b>	<b>Packinghouse</b>				
<b>Audit Type:</b>	<b>Announced Audit</b>				
<b>Audit Scope:</b>	The scope of this audit includes a Packing House and Cooling Facility located in San Diego CA including three cold rooms (cold room#3 for ice products) one area for banana ripening and one packing/re-packing area for fruits. FDA no.10515683388. 2 shifts day/night and approximately 20 employees per shift and ten dock doors for final product shipping. The operation operates all year around and the packing/re-packing operation does not include washing systems or any other process with water in contact with the product. Coast Citrus Distributors Company receives all products closed in original liners with country of origin labeled (Fruits/Vegetables). Food Safety Representative: Isabel Freeland and Operations Manager: Ana Sanchez the responsible for the Food Safety Program implementation. The audit also includes the reviewing of the GMPs, sanitization program, sanitary facilities, pest control program, packaging material storage and packing/re-packing area, as well all the documentation related to the FSMS and HACCP program.				
<b>Date FSMS Started:</b>	02 Nov 2016 08:00				
<b>Date FSMS Finished:</b>	02 Nov 2016 11:00				
<b>Date Operation Started:</b>	02 Nov 2016 11:00				
<b>Date Operation Finished:</b>	02 Nov 2016 16:00				
<b>Product(s) observed during audit:</b>	Bananas, Greens, Limes, Mangoes				
<b>Similar product(s)/process(es) not observed:</b>	None				
<b>Product(s) applied for but not observed:</b>	None				
<b>Auditor:</b>	<a href="#">Cristian Nieto</a> (Primus Auditing Operations)				
<b>Preliminary Audit Score:</b>	<b>100%</b>				
<b>Final Audit Score:</b>	<b>100%</b>				
<b>Certificate Valid From:</b>	21 Nov 2016 To 20 Nov 2017				
<b>GPS Coordinates:</b>	<table border="1"> <thead> <tr> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>32° 33' 4"</td> <td>116° 58' 36"</td> </tr> </tbody> </table>  <a href="#">Click here to see map</a>	Latitude	Longitude	32° 33' 4"	116° 58' 36"
Latitude	Longitude				
32° 33' 4"	116° 58' 36"				

View Certificate

AUDIT SCORING SUMMARY	Pre-Corrective Action Review		Post-Corrective Action Review	
Food Safety Management System Requirements	Score:	209	Score:	209
	Possible Points:	209	Possible Points:	209
	Percent Score:	100%	Percent Score:	100%
Good Manufacturing Practices Requirements	Score:	989	Score:	989
	Possible Points:	989	Possible Points:	989
	Percent Score:	100%	Percent Score:	100%
HACCP System Requirements	Score:	60	Score:	60
	Possible Points:	60	Possible Points:	60
	Percent Score:	100%	Percent Score:	100%
<b>TOTAL</b>	Score:	1258	Score:	1258
	Possible Points:	1258	Possible Points:	1258
	Percent Score:	100%	Percent Score:	100%

Non-Conformance Summary By Count	Pre-Corrective Action Non-Conformances	Post-Corrective Action Non-Conformances
<b>TOTAL</b>	<b>0</b>	<b>0</b>

SECTIONS:

Food Safety Management System Requirements	Good Manufacturing Practices Requirements	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	
Rejection and release of product	Worker Practices	
Supplier Control	Equipment	
Traceability and Recall	Equipment Cleaning	
Food Defense	General Cleaning	
	Buildings and Grounds	
	Chemical Files	
	Pest Control Documentation	
	Operation Monitoring Records	
	Maintenance & Sanitation Files	
	Worker Documentation	
	Testing/Analyses Records	
	Temperature Controlled Storage & Distribution Logs	
	Allergen Control	

FSMS		Management System
1.01.01	<p><b>Question:</b> Is there a Food Safety Manual or other documented food safety management system covering the scope of business included in this audit and procedures/instructions for all food safety processes?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. This organization _Coast Citrus Distributors_ has developed a food safety program that covers the scope of the business including Self audits, SOP's, SSOP's, Hygiene Policies and GMP's. This program was signed by Vice President: Isabel Freeland on July/07/2016</p>	
1.01.02	<p><b>Question:</b> Is there a documented food safety policy detailing the company's commitment to food safety?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Doc# Commitment to quality and Safety (message from vice president)" was observed posted inside the facility accessible for all employees at the time of the audit detailing the organization commitment to food safety. The Document was signed by Vice President: Isabel Freeland on July/07/2016</p>	
1.01.03	<p><b>Question:</b> Is there an organizational chart of all workers who have food safety related activities?</p>	<p><b>Possible Points:</b> 3  <b>Points Scored:</b> 3  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#Food Safety Committee-San Diego" dated for season 2016 including the food safety representatives and their alternates, activities and responsibilities. This organization is leading by Vice President-Isabel Freeland, Operations Manager-Ana Sanchez and General Manager-Hector Espinoza. Document includes buyers/sales/dispatch/day shift/night shift/loaders and drivers as well all job descriptions and responsibilities to food safety, document revised on August/02/2016.</p>	
1.01.04	<p><b>Question:</b> Is there a food safety committee and are there logs of food safety meetings with topics covered and attendees?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Food Safety Committee is conformed by Vice President-Isabel Freeland, Operations Manager-Ana Sanchez and General Manager-Hector Espinoza. They perform quarterly meetings and food safety topics were reviewed on the last meeting held on October.15.2016 and earlier meetings on July.13.2016 and April.05.2016. Topics and attendees including the agenda, records were review at the time of the audit.</p>	
1.01.05	<p><b>Question:</b> Is there documented management verification of the entire food safety management system at least every 12 months?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. There is a annually review of the food safety management system by Vice President: Isabel Freeland using Doc#1.1.5 Management Review SOP" The last verification was done on June.02.2016 updated records were available for review at the time of the audit.</p>	
1.01.06	<p><b>Question:</b> Is there a documented analysis detailing resources required to implement and improve the food safety management system processes with documented commitment from management to provide these resources?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. This organization has a Pre-Budget by season that includes the necessary resources for audits, pest control, microbiological analysis, third party audits, admin supplies, etc... this budget was approved by Vice President: Isabel Freeland and documented using Doc# Coast Citrus Distributors-Badget for Food Safety" dated on Dec/04/2015.</p>	
FSMS		Control of Documents and Records
1.02.01	<p><b>Question:</b> Is there a written document control procedure describing how documents will be maintained, updated and replaced?</p>	<p><b>Possible Points:</b> 3  <b>Points Scored:</b> 3  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Doc#1.2.2 Record Maintenance" rev.07/07/2016 according to this document Food Safety Manager will be the responsible for the implementation, document updated for currently season and available for review at the time of the audit.</p>	

1.02.02	<b>Question:</b> Are all records stored for a minimum period of 12 months or for at least the shelf life of product if greater than a year?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. According to Isabel Freeland the organization stores the records (electronic and paper) for a minimum period of 2 years and noted on Doc#1.2.2 Record Maintenance"	
1.02.03	<b>Question:</b> Are food safety related documents and records stored and handled in a secured manner?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Food safety documents and records were stored in a secure manner (electronic and paper), all documents were legible and easy access, no issues were observed at the time of the audit, all documents are stored within the Food Safety Manager Office.	
1.02.04	<b>Question:</b> Are the records maintained in an organized and retrievable manner?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Records are maintained in a organized and accessible manner (electronic and hard copies/binders) in a central office. Food Safety Manager demonstrates she could retrieve promptly all documents requested.	

<b>FSMS</b>	<b>Procedures and Corrective Actions</b>
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1.03.01	<b>Question:</b> Are there documented instructions for the creation of Standard Operating Procedures?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document#1.3.1 Creating manual's, Procedures and SOP's" rev.09/27/2016 according to this instructions Vice President the responsible for the creation of new documents.	
1.03.02	<b>Question:</b> Are the written procedures available to relevant users and is a master copy maintained in a central file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Written procedures are available to relevant users using a internal network and master copy of the program is maintained in the main office and available for all employees.	
1.03.03	<b>Question:</b> Is there a corrective action procedure that describes the requirements for handling deficiencies affecting food safety and prevention of future occurrences?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document#1.3.2 Corrective Action Instructions" rev.07/15/2016 corrective actions are recorded using Log# Corrective Action Form and a 7digit system. Food safety manager responsible for implementation. Last corrective action documented on 09/22/2016 Documented by Ana Sanchez issue: water tested positive on E.Coli.	
1.03.04	<b>Question:</b> Is there a daily incidents report, sometimes called a Notice(s) of Unusual Occurrence and Corrective Actions Log (NUOCA) ?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document#Coast Citrus-Unusual incident report" was available to document all Unusual Occurrences. Last documented by Ana Sanchez issue: water tested positive on E.Coli.	

<b>FSMS</b>	<b>Internal and external inspections</b>
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1.04.01	<b>Question:</b> Is there documented program for internal audits to be performed at the operations, covering all processes impacting food safety and the related documents and records?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc#1.4.1 Internal Audit SOP" rev.07/15/2016 covering the packing house and cooler operations. This program follows a quarterly internal audits including GMP's, documents and Risk Assessment. Last audit done on September/09/2016 and previous on July/12/2016. Isabel Freeland the responsible for performing internal audits.	

1.04.02	<b>Question:</b> Are there written procedures for handling regulatory inspections?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Guidelines for handling regulatory and independent inspections" This document includes: inspection, records, samples and follow up. This document was dated for season 2016 and available for review at the time of the inspection. Food Safety Manager will be the first contact and all external inspectors will be registered at the main office.	
1.04.03	<b>Question:</b> Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Last PGFS audit#76033 v2.1 was done on October.02.2015 by Primus Labs. final score 100% after CA's. Corrective actions were available for review at the time of the audit.	
1.04.04	<b>Question:</b> Are there documented calibration procedures for measuring and monitoring devices used in the operations that are related to the safety of the product?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc#1.4.4 Calibration Procedures" rev.07/07/2016 The document details the procedure for thermometer calibration using water-ice 32F monthly frequency by Ana Sanchez logged on "Thermometer calibration Log" Last calibration on Oct/14/2016 and earlier on Sept/16/2016, August/12/2016. - Scales are calibrated by external company "San Diego Scale Co", annually frequency last on 03/07/2016 work order:019649.	
<b>FSMS</b> Rejection and release of product		
1.05.01	<b>Question:</b> Is there a written procedure for handling on hold or rejected products?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document#Coast Citrus Distributors-Procedure for on hold or reject Product" dated for currently season. according to this document Food Safety Manager will be responsible for place product on hold, reject or release. The product is physically tagged and blocked using internal system/software "Produce Pro" Purchasing orders get freezed until release.	
1.05.02	<b>Question:</b> Are there records of the handling of on hold or rejected products kept on file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Last on hold product was documented on 06/30/2016 product: cherries issue: quality. and released by Rafael Lemus on 07/01/2016	
1.05.03	<b>Question:</b> Is there a documented product release procedure available?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Shipping and Release Procedure" dated for currently season. According to this document the releasing of final goods is based on: +QA Inspections, +Quality Review, +Temperature, +Trailer Inspection and Shipping conditions.	
1.05.04	<b>Question:</b> Are there records of product releases kept on file?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using software "PRODUCE-PRO" this system includes quality defects, weights & QC approval for final goods, records for the ongoing season 2016 were reviewed at the time of the audit.	
1.05.05	<b>Question:</b> Is there a documented system for dealing with customer and buyer food safety complaints/feedback along with records and company responses, including corrective actions?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Consumer Food Safety Complaint/Feedback Procedure" according to this document all handling complaints going through sales department and QC team will be responsible for investigation of the issue. Complaints will be recorded on log named# Consumer food safety complaints/ feedback form" Last complaint documented on 08/13/2015 product: mangoes customer reported with allergies after eating fruit.	

FSMS		Supplier Control
1.06.01	<p><b>Question:</b> Are there current written food safety related specifications for all raw products, ingredients, materials and services purchased?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#1.6.2 Supplier Approval &amp; Monitoring SOP" The document details the specifications for the service or product purchased including Copy of contracts, Liability insurance, Letter guarantee, SOP'S, FDA compliance, 3rd party audits and Coast Citrus letter of guarantee.</p>	
1.06.02	<p><b>Question:</b> Is there a written procedure detailing how suppliers are evaluated, approved and monitored?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#1.6.2 Supplier Approval &amp; Monitoring SOP" This document details the operation program for selecting new suppliers and requirements on how new suppliers will be monitored and evaluated prior to full approval. Food Safety Manager and Warehouse manager will be the responsible for implementing this procedure. Supplier are evaluated according a risk assessment.</p>	
1.06.03	<p><b>Question:</b> Is there a list of approved suppliers?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document# Vendor Approved List" this document includes suppliers for the cooler and packing house operations as: Boskovich Farms, Bonipack Produce, Borton&amp;Sons, Fancher Creek Packing among others... Suppliers listed on the PRODUCE PRO system.</p>	
1.06.04	<p><b>Question:</b> Does the organization have documented evidence to ensure that all products, ingredients or materials and services suppliers comply with the approval requirements and that they are being monitored as defined in the procedure?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. As noted on Document#1.6.2 Supplier Approval &amp; Monitoring SOP" this organization had evidence for Copy of contracts, Liability insurance, Letter guarantee, SOP'S, FDA compliance, 3rd party audits among others at the time of the audit. ( i.e: Boskovich Farms PGFS certificate exp:sep.2017, Bonipack Produce PGFS certificate exp:may.2017, Borton&amp;Sons SQF certificate exp:april.2017 and F.Creek Packing Primus Labs audit cert v14.09 exp:dec.2016)</p>	
1.06.05	<p><b>Question:</b> If the organization is outsourcing any processes that may affect food safety, are there control procedures over such processes?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#1.6.2 Supplier Approval &amp; Monitoring SOP" this document explains the process how external contractors are monitored and controlled, at the end of each service the company signs the service report on agreement with vendor.</p>	
1.06.06	<p><b>Question:</b> If tests and/or analysis within scope to food safety are performed by external laboratories, are they licensed/accredited (e.g. ISO 17025 or equivalent, National Regulations, State Department, etc.)?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Certificate of Accreditation for Clarkson Laboratory and Supply Inc. regarding "Certificate of Environmental Accreditation" with expiration date 11/30/2017. Also Primus Labs Certification ISO/IEC 17025:2005 exp.03/31/2018 was available at the time of the audit.</p>	
FSMS		Traceability and Recall
1.07.01	<p><b>Question:</b> 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><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#1.7.1 Traceability System SOP" rev.04/01/2016 including how incoming products are Pallet ID tagged following Coast Citrus System and using PRODUCE PRO Software including original vendor information, product information, quantity, temperature, food safety issues.</p>	

1.07.02	<p><b>Question:</b> Does the organization have a documented recall program including procedures, recall team roles and contact details, external contact listings and explanation of different recall classes?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document#1.7.2 Traceback and Product Recall Plan" dated for season 2016 with different types of classes of recall, team, roles and contact details (external-internal). Recall Team Coordinator: Isabel Freeland and Ana Sanchez.</p>	
1.07.03	<p><b>Question:</b> Is testing of recall procedures (including trace back) performed and documented at least every six months? Can the company identify where affected product was sent?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. This organization performs two mock recalls exercise during the season. Last mock recall was on July.28.2016 Product: pears Vendor: Reinier Fruit Co. class II. 100% product recovered using the traceability system and PRODUCE PRO Software. All the information regarding trace-back and trace-forward was recovered in less the 2hrs and hard copies were available for review at the time of the audit. Earlier recall performed on 03/17/2016 with 80 boxes of carrots class.II</p>	

<b>FSMS</b>	<b>Food Defense</b>
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1.08.01	<p><b>Question:</b> Does the company have a documented food defense policy based on the risks associated with the operation?</p>	<p><b>Possible Points:</b> 5  <b>Points Scored:</b> 5  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document# Food Defense Plan-Coast Citrus Co" according to this document Food Safety Manager is the responsible for implementation and first contact, this document includes: entrance controlled, security cameras, fencing around, visitors badges. This document was approved by Vice-President: Isabel Freeland.</p>	
1.08.02	<p><b>Question:</b> Is there a current list of emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies?</p>	<p><b>Possible Points:</b> 3  <b>Points Scored:</b> 3  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. A current list of internal and external emergency contact phone numbers for management, law enforcement and appropriate regulatory agencies were available for review at the time of the audit. Contact list is posted in the Facility main board.</p>	
1.08.03	<p><b>Question:</b> Are visitors to the company operations required to adhere to food defense policies?</p>	<p><b>Possible Points:</b> 3  <b>Points Scored:</b> 3  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Document# Food Defense Plan-Coast Citrus Co" All visitors and contractors need to follow food defense guidelines signing-in visitor log at the main office.</p>	

<b>GMP</b>	<b>General GMP</b>
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2.16.01	<p><b>Question:</b> Is there a designated person responsible for the food safety program?</p>	<p><b>Possible Points:</b> 10  <b>Points Scored:</b> 10  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. Vice President: Isabel Freeland and Operations Manager/Food Safety Manager: Ana Sanchez. Responsible to maintain the food safety program in this packing house and cooling operation.</p>	
2.16.02	<p><b>Question:</b> Are all chemicals (pesticides, sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?</p>	<p><b>Possible Points:</b> 15  <b>Points Scored:</b> 15  <b>Score:</b> Total Compliance</p>
	<p><b>Auditor Comments:</b> Total Compliance. All chemicals are stored inside the facility in a enclosed locked area, securely with original labels, chemicals handled by external company CINTAS includes: +FC1 Heavy duty floor cleaner, +Z1 Hard Surface Sanitizer, +GL1 Multisurface Cleaner, +RR1 Heavy Duty cleaner/disinfectant, +Super Jet Kleen degreaser (scrubber machine).</p>	

2.16.03	<b>Question:</b> Are "food grade" and "non-food grade" chemicals used, handled and stored in a controlled manner?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Inside the packing house food-grade and non-food grade lubricants were observed stored in a tidy and controlled manner.	
2.16.04	<b>Question:</b> Are signs supporting GMP's posted appropriately?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. GMP's visual signs are displayed at the entrances of this facility, restrooms and break area, signs as: washing hands properly, non smoking, glove/smock usage, hairnets usage were observed at the time of the inspection.	
2.16.05	<b>Question:</b> Are the necessary food defense controls implemented in the operation?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Food defense controls were observed covering the operation such main entrance controlled with security cameras, pad locks observed on sensitive areas as: chemicals area, facility closed during night, personnel control, visitor sign-in policy.	
<b>GMP</b>	<b>Pest Control</b>	
2.17.01	<b>Question:</b> Are products or ingredients free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Products or ingredients were observed free of insects/rodents/birds/reptiles or mammals contamination. No issues were observed at the time of the audit.	
2.17.02	<b>Question:</b> Are packaging supplies free of insects/rodents/birds/reptiles/mammals or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Packaging supplies were observed free of insects/rodents/birds/reptiles or mammals contamination. No issues were observed at the time of the audit.	
2.17.03	<b>Question:</b> Are plant and storage areas free of insects/rodents/birds/reptiles/mammals or any evidence of them?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All plant and storage areas were observed are of insects/rodents/birds/reptiles/mammals or any evidence of them.	
2.17.04	<b>Question:</b> Is the area outside the facility free of evidence of pest activity?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The outside area of the packing house was observed free from any evidence of pest activity.	
2.17.05	<b>Question:</b> Does the operation have a pest control program? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. This organization have a pest control program performed by external company ORKIN PEST SERVICES bi-weekly service for the interior and exterior traps.	
2.17.06	<b>Question:</b> Are pest control devices located away from exposed food products? Poisonous rodent bait traps are not used within the facility?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Pest Control devices were not located near exposed food products or packaging materials. Insect lights traps are not used in production zones and bait traps were observed exclusively on the exterior perimeter.	

2.17.07	<b>Question:</b> Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Pest control traps inspected inside and outside the facility observed clean and good conditions, traps are marked inside with punching schedule card, last service on Nov02/2016.	
2.17.08	<b>Question:</b> Are interior and exterior building perimeter pest control devices adequate in number and location?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Interior and exterior of facility pest control devices were observed adequate in number and location (inside between 20-40 ft away and exterior 50-100 ft away for bait stations).	
2.17.09	<b>Question:</b> Are all pest control devices identified by a number or other code (e.g. barcode) ?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Inside rodent traps are identify using a number code system, this traps were inspected using the "ORKIN-Pest Control Rodent trap Map" dated for season 2016. At the time of the audit all internal and external traps inspected match wit the rodent trap map.	
2.17.10	<b>Question:</b> Are all pest control devices properly installed and secured?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. External bait traps were observed glued to the wall, secured to prevent movement, interior mechanical traps were positioned along interior walls and doors.	

<b>GMP</b>	<b>Storage Areas &amp; Packaging Materials</b>
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2.18.01	<b>Question:</b> Are 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 any allergen cross contamination issues)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. At the time of the visual inspection the final product and packaging materials were observed stored properly to prevent any cross contamination, this operation does not handle with allergen products.	
2.18.02	<b>Question:</b> Is the storage area completely enclosed?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Warehouse completely enclosed with roller doors sealed to prevent pest control.	
2.18.03	<b>Question:</b> Is the facilities use restricted to the storage of food products?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Facilities are restricted for the packing and storage of food products only, no issues were observed at the time of the audit.	
2.18.04	<b>Question:</b> Are rejected or on hold materials clearly identified and separated from other materials?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. On hold products were observed properly tagged with name, reason and operator name. This products were separate from the final goods to prevent cross contamination.	
2.18.05	<b>Question:</b> Are raw products, work in progress, ingredients (including ice), finished goods and food contact packaging within accepted tolerances for spoilage or adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AN AUTOMATIC FAILURE OF THE AUDIT.	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Products and food contact packaging material in progress were observed with no issues at the time of the audit, food contact packaging material was observed covered with plastic liner.	

2.18.06	<b>Question:</b> Are all storage areas clean, especially the racking structures, lights, ceilings, floor areas by the walls and other hard to reach areas?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All storage areas were observed very clean including walls, lights ceiling, floors and hard to reach spots at the time of the visual inspection.	
2.18.07	<b>Question:</b> Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All incoming materials (raw materials and packaging) are coded properly with a rotation system in order to use the first in the first out (labels indicating date, product name, and quantity).	
2.18.08	<b>Question:</b> Are materials (commodities, packaging, ingredients, processing aids, work in progress, etc.) rotated using FIFO policy?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Incoming products and packaging materials are not stored for longer periods, all products and materials are used following the incoming date FIFO. Verbal confirmation by Isabel Freeland rotation policy strictly enforced.	
2.18.09	<b>Question:</b> Are storage areas at the appropriate temperatures for the specific products being stored?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Products are stored in cold rooms with temperatures between 34-36/ 40-42/ 48-50 Fahrenheit on different rooms depending products. No issues were observed at the time of the visual inspection	
<b>GMP</b>	<b>Operational Practices</b>	
2.19.01	<b>Question:</b> 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?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Process flow from product receiving, cooling (re-packing or re-conditioning)- final cooling and shipping. Facility Layout, worker control and internal vehicle use observed with no issues or posing a risk for final goods.	
2.19.02	<b>Question:</b> Are all exposed materials (product, packaging etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. No overhead issues observed at the time of the visual inspection (score of the audit not affected)	
2.19.03	<b>Question:</b> Are packing and/or processing areas completely enclosed?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Packing/Re-conditioning area observed completely enclosed inside warehouse facility.	
2.19.04	<b>Question:</b> Are production areas clean and well maintained; especially lights, floor areas by the wall and equipment, and other hard to reach areas?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Production area observed very clean, lights, floors, walls, equipment and hard to reach areas observed with no issued at the time of the visual inspection.	
2.19.05	<b>Question:</b> Is all re-work/re-packaging handled correctly?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Re-packing operations were observed with no issues, employees were using gloves, hairnets, plastic sleeves, plastic aprons. The area was fitted with hand washing and hand sanitizer.	

2.19.06	<b>Question:</b> Are raw ingredients examined before use?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Products are visual inspected incoming to warehouse during the re-packing and shipping activities.	
2.19.07	<b>Question:</b> Are finished products coded (carton and unit packaging) for the day of production and displaying information to enable proper storage and use of the product within the food supply chain?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The operation was re-conditioning apples box to box, final product was observed with trace back information (cartons labeled with product ID and country of origin).	
2.19.08	<b>Question:</b> Are foreign material control methods (e.g. metal detectors, metal traps, visual inspection, etc.) in place? Are these systems regularly tested (where relevant) to ensure proper operation?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Visual inspection for foreign material controls are included in the daily operational program. Visual inspection and hand sorting throughout the packing line adequately addresses foreign control material.	
2.19.09	<b>Question:</b> Does the facility use the appropriate test strips, test kits or test probes for verifying the concentrations of anti-microbial chemicals (product washing water, terminal sanitizers, dip stations, etc) being used and are they in operational condition?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. No anti-microbial chemicals using on product. (score of the audit not affected)	
2.19.10	<b>Question:</b> Are hand washing stations adequate in number, appropriate in location, in working order, have warm water and adequately stocked (e.g. disposable towels, soap, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Four hand washing stations on production area for approximately 20 employees including warm water, soap, paper towels and hand sanitizer (SANIS Foam Clean Hand Sanitizer) observed properly stocked at the time of the visual inspection.	
2.19.11	<b>Question:</b> Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, soap, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The operation have 4 toilets and 3 urinal stations for 20 employees approximately including trash containers and hand washing stations with soap, water and disposable towels. Toilets facilities are service internally on a daily basis, records were available on site.	
2.19.12	<b>Question:</b> Are secondary hand sanitation stations e.g. hand dip, gel or spray stations adequate in number and location? Are the stations maintained properly?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. -Secondary hand secondary stations (SANIS Foam Clean Hand Sanitizer) were observed installed inside the facility and properly maintained and monitored using the daily pre-operational checklist.	
2.19.13	<b>Question:</b> Are foot dip stations adequate in number and location? Are the stations maintained properly?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A Following PGFS guidelines, foot dip stations are not required for this operation (score of the audit not affected).	
2.19.14	<b>Question:</b> Are single services containers used for their intended purpose only so that potential cross contamination is prevented?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This operation does not use single service containers (the score of the audit is not affected).	

2.19.15	<b>Question:</b> Are re-usable containers clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice, etc.) such that cross contamination is prevented?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. On the packing/re-packing area trash containers, plastic bins and plastic buckets to hold product were observed properly labeled for the product activity, this containers were under a color code and labeled according the purpose, daily basis trash disposed to the outside dumpster.	
2.19.16	<b>Question:</b> Are food safety measuring devices working properly?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Thermometers were observed working properly on cold rooms.	
<b>GMP</b> Worker Practices		
2.20.01	<b>Question:</b> Are workers washing and sanitizing their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Properly hand washing practice's were observed (rubbing hand more than 30secs and applying hand sanitizer) on employees at the packing house hand washing station after break time and employee entrance to the facility.	
2.20.02	<b>Question:</b> Are workers' fingernails clean, short and free of nail polish?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Employees with false nails or nail polish were not observed at the time of the audit.	
2.20.03	<b>Question:</b> Is there no sign of any workers with boils, sores, open wounds or exhibiting signs of foodborne illness working in direct and indirect food contact?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues were observed at the time of the audit, nobody was observed ill with boils, sores or open wounds at the time of the visual inspection.	
2.20.04	<b>Question:</b> Are workers wearing effective hair restraints?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Hairnets were observed on all employees inside cold rooms and re-packing areas.	
2.20.05	<b>Question:</b> Is jewelry confined to a plain wedding band?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Following Good Manufacturing Practices. Employees were observed free of any visual jewelry at the time of the inspection.	
2.20.06	<b>Question:</b> Are all workers wearing outer garments suitable for the operation (e.g. smocks, aprons, sleeves, non-latex gloves)	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All employees working at the packing/re-packing area observed wearing plastic aprons, waterproof sleeves, hairnets and nitrile gloves.	
2.20.07	<b>Question:</b> Do workers remove protective outer garments e.g. smocks, aprons, sleeves and gloves when on break and before using the toilets and when going home at the end of their shift?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Employees were observed re-moving protective garments going outside the production area.	

2.20.08	<b>Question:</b> 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?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Designated areas for protective outer garments were before the production entrance, hangers for plastic aprons and plastic sleeves were observed at the time of the audit.	
2.20.09	<b>Question:</b> Workers personal items are not being stored in the production and material storage areas?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Employees have designated area to leave their personal items, located at the brake room area inside locker rooms.	
2.20.10	<b>Question:</b> Is smoking, eating, chewing and drinking confined to designated areas?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Smoking activities are prohibited on production areas (smoking confined outside the facility). Eating, chewing and drinking it is only allowed at the break room area.	
2.20.11	<b>Question:</b> Are all items removed from shirt or blouse top pockets?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. At the time of the visual inspection no loosing items were observed at the shirts or employee clothing. Employee clothes were observed clean and no posing a risk for the product.	
2.20.12	<b>Question:</b> Is there a first aid kit(s) readily available in the facility and adequately stocked?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. This operation counts with two first aid kits, one placed on the packing area and other placed on the main office, first aid kits were observed with alcohol wipes, eye washing water and blue metal band aids.	
<b>GMP</b>	<b>Equipment</b>	
2.21.01	<b>Question:</b> Are food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Food Contact equipment observed in good working conditions (scales and stainless steel table) no flaking paint, corrosion, rust and other unhygienic materials were observed at the time of the audit.	
2.21.02	<b>Question:</b> Are non-food contact equipment surfaces free of flaking paint, corrosion, rust and other unhygienic materials (e.g. tape, string, cardboard, etc.)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Non Food contact surfaces on equipment were observed free of flaking paint, corrosion, rust and other unhygienic materials. The equipment was observed in a very good working conditions at the time of the visual inspection.	
2.21.03	<b>Question:</b> Does equipment design and condition (e.g. smooth surfaces, smooth weld seams, non-toxic materials, no wood) facilitate effective cleaning and maintenance?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Equipment was observed with design and conditions as: smooth surfaces, smooth weld seams and non toxic materials. No elements posing a risk were observed at the time of the audit.	

2.21.04	<b>Question:</b> Are thermometers (independent of thermostat probes) present in all coolers and freezers?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Analog wall plastic thermometers independent of thermostat were present, the organization also they have probe thermometers to match the temperature readings and calibrate the others on the cooling rooms.	
2.21.05	<b>Question:</b> Are all thermometers non-glass and non-mercury?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance All thermometers were observed non-glass and non-mercury, wall thermometers were observed plastic material.	
<b>GMP</b> Equipment Cleaning		
2.22.01	<b>Question:</b> Are food contact equipment surfaces clean?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Food Contact surfaces observed very clean (scales and stainless steel table). No evidence of bio film, dust, etc was noted at the time of the audit.	
2.22.02	<b>Question:</b> Are non-food contact equipment surfaces clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Equipment non-food contact surfaces were observed clean. No evidence of bio film, dust, etc was noted at the time of the audit.	
2.22.03	<b>Question:</b> Are items (barrels, bins, etc.) that are used to hold or store product clean?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. No barrels, bins or containers used to hold or store product. (score of the audit not affected)	
2.22.04	<b>Question:</b> During cleaning are foods and packaging protected from contamination?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This activity was not observed at the time of the audit (the score of the audit is not affected).	
2.22.05	<b>Question:</b> Are cooling units including coils in coolers and freezers clean and free of aged, dirty ice?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Cooling units observed clean and free of aged/dirty ice at the time of the visual inspection.	
2.22.06	<b>Question:</b> Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Fan guards observed dust free and ceiling in front of fans was free of black deposits.	
2.22.07	<b>Question:</b> 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?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Stored equipment that is not on used was not observed at the time of the visual inspection (the score of the audit is not affected).	

2.22.08	<b>Question:</b> Are all utensils, hoses, and other items not being used stored clean and in a manner to prevent contamination?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Hoses were observed coiled and hung properly off the floor when not in use, other items are also hung off the floor when not being used.	
2.22.09	<b>Question:</b> Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Maintenance tools were not observed on production areas at the time of the visual inspection (the score of the audit is not affected).	
2.22.10	<b>Question:</b> Are excess lubricants and grease removed from the equipment?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues were observed at the time of the visual inspection, equipment was observed free from lubricant excess or grease.	
<b>GMP</b>	<b>General Cleaning</b>	
2.23.01	<b>Question:</b> Are spills cleaned up immediately?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. There was no evidence of spills, liquid or product observed over the floor at the time of the visual inspection.	
2.23.02	<b>Question:</b> Are waste and garbage frequently removed from packing and storage areas?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total compliance. There were no overflowing garbage containers observed inside or outside of the facility. It was more than one trash container observed throughout the facility, cleaning logs demonstrate garbage cans are emptied daily.	
2.23.03	<b>Question:</b> 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 well maintained?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Floor drains were observed properly in a correctly manner to prevent contamination located at the entrance of cooler areas. No issues observed at the time of the audit.	
2.23.04	<b>Question:</b> Do high level areas including overhead pipes, ducts, fans, etc. appear clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. High level areas were observed clean, no issues were observed at the time of the audit.	
2.23.05	<b>Question:</b> Are plastic strip curtains maintained in a good condition, kept clean and mounted so that the tips are not touching the floor?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Plastic strip curtains observed in a good condition, clean and mounted correctly at the time of the visual inspection, curtain tips were observed approximately 10" floor high.	
2.23.06	<b>Question:</b> Is safety equipment for the sanitation crew adequate, in good condition and stored to prevent cross contamination to raw products, work in progress, ingredients, finished goods or packaging?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Safety equipment for the sanitation crew is under lock to prevent contamination and was observed in a good working conditions (plastic glasses, aprons and gloves).	

2.23.07	<b>Question:</b> Is cleaning equipment available and stored properly?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Cleaning equipment used on the operation was available for any issue and properly stored at the time of the visual inspection using lockers on different production and packing areas.	
2.23.08	<b>Question:</b> Is cleaning equipment identified in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Cleaning equipment was properly color coded to prevent cross contamination: red-restrooms, yellow-warehouse, blue-outside, green-inside coolers.	
2.23.09	<b>Question:</b> Are all items used for sanitation appropriate for their designated purpose (e.g. no steel wool, metal bristles, etc.)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Items used for sanitation observed appropriate for their designated purpose, no issues observed at the time of the visual inspection.	
2.23.10	<b>Question:</b> Are toilet facilities and hand-wash stations clean?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Men's and Women's toilet facilities and hand-wash stations were observed clean and well maintained with warm water, soap, paper towels and hand sanitizer (SANIS Foam Clean Hand Sanitizer).	
2.23.11	<b>Question:</b> Are worker break facilities clean, including microwaves and refrigerators? No rotting or out of date foodstuffs?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Employee break facilities, microwaves and refrigerators were observed clean and well maintained (cleaning daily basis).	
2.23.12	<b>Question:</b> Is the maintenance shop organized - i.e. equipment and spares stored in a neat and tidy fashion?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. No maintenance shop area on this facility, all maintenance is subcontracted (score of the audit not affected).	
2.23.13	<b>Question:</b> Are internal transport vehicles (e.g. forklifts, bobcats, pallet jacks, trolleys, floor cleaners, etc.), clean, do not emit toxic fumes and being used in a sanitary manner?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Internal forklifts were observed clean, lights covered with plastic shields and no issues were observed at the time of the inspection.	
2.23.14	<b>Question:</b> Are shipping trucks clean and in good condition?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. At the time of the inspection no shipping trucks were present on the loading area. (score of the audit not affected)	
<b>GMP Buildings and Grounds</b>		
2.24.01	<b>Question:</b> Are all lights in the facility that could potentially contaminate raw materials, work in progress, ingredients (including ice), finished goods, equipment or packaging shielded to protect product from contamination in the event of breakage?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All lights inspected in the facility were protected with plastic shields or end caps to protect product from contamination in the event of breakage.	

2.24.02	<b>Question:</b> Has the facility eliminated or controlled any potential metal, glass or plastic contamination issues?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues were observed at the time of the visual inspection.	
2.24.03	<b>Question:</b> Has the facility eliminated the use of wooden items or surfaces?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Wood elements posing a risk for the product were not observed at the time of the visual inspection.	
2.24.04	<b>Question:</b> Is there adequate lighting in the packing and storage areas?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. All areas as: storage, cold rooms and re-packing areas were observed with adequate lighting properly for work activities.	
2.24.05	<b>Question:</b> Is ventilation adequate to control dust, condensation, odors and vapors?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No dust, condensation, bad odors or vapors were observed at the time of the audit.	
2.24.06	<b>Question:</b> Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Floor surface on production area, cold room and receiving area was observed in good conditions, minor cracks not trapping debris or black deposits.	
2.24.07	<b>Question:</b> Are the floor drains where they are needed for drainage and cleanup?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Floor drain located on cold rooms entrance observed properly clean, no old debris or bad odors observed at the time of the visual inspection.	
2.24.08	<b>Question:</b> Are doors to the outside pest proof?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Main doors to the outside and employees entrance observed with properly floor casing to prevent pest contamination.	
2.24.09	<b>Question:</b> Are dock doors fitted with buffers to seal against trucks?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Loading dock area is open with no buffers to seal against trucks or loading levelers (score of the audit not affected)	
2.24.10	<b>Question:</b> Are dock load levelers and shelters maintained in a good condition, pest proof and debris free?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Loading dock area is open with no buffers to seal against trucks or loading levelers (score of the audit not affected)	

2.24.11	<b>Question:</b> Are exterior walls free of holes to exclude pests? Are pipes, vents, air ducts designed and protected in order to prevent pest entry e.g. by using fine mesh?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues were observed at the time of the inspection, the exterior facility area was observed with no holes.	
2.24.12	<b>Question:</b> Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues observed at the time of the audit.	
2.24.13	<b>Question:</b> Do false ceiling areas have adequate access to allow for inspection and cleaning?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This facility does not have false ceilings (score of the audit not affected).	
2.24.14	<b>Question:</b> Is an 18" (46cm) internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning ?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The 18" (46cm) internal wall perimeter was maintained on cold room and storage areas allowing the access for inspections and easy cleaning.	
2.24.15	<b>Question:</b> Is the exterior area immediately outside the facility free of litter, weeds and standing water?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The exterior areas were observed clean and free of litter, weeds or standing water. Measures included drainage, asphaltic employee parking lot, etc..	
2.24.16	<b>Question:</b> Are control measures being implemented for the storage of pallets, equipment, tires etc. (i.e. out of the mud, pipe ends capped, stacked to prevent pest harborage, away from building perimeter)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. No issues were observed at the time of the visual inspection, no broken pallets, equipment or tires were observed posing a risk for animal harborage.	
2.24.17	<b>Question:</b> Are pallets inspected to separate and replace dirty or broken pallets?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Verbally confirmation by Isabel Freeland, pallets are visually inspected before used, broken pallets are discarded to recycle company outside this facility.	
2.24.18	<b>Question:</b> Is the area around the dumpster/cull truck/trash area clean?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. The area around the outside dumpster was observed clean at the time of the inspection, "Waste Management" takes twice a week the facility culls/garbage.	
2.24.19	<b>Question:</b> Are outside garbage receptacles and dumpsters kept covered or closed?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Outside garbage receptacle was observed covered at the time of the visual inspection.	
2.24.20	<b>Question:</b> Are all water lines protected against back siphonage?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. This facility uses San Diego city water, main outlet on facility was observed protected against back flow.	

2.24.21	<b>Question:</b> Is the on-site laboratory (where appropriate) completely enclosed and separated from production and storage areas?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This organization does not have an on-site laboratory. (The score of this audit is not affected)	

<b>GMP</b>	<b>Chemical Files</b>
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2.25.01	<b>Question:</b> Are copies of all Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. A binder with copies of the Material Safety Data Sheets and labels was available for materials used on the cleaning and sanitation process, chemicals handled by external company CINTAS includes: +FC1 Heavy duty floor cleaner, +Z1 Hard Surface Sanitizer, +GL1 Multisurface Cleaner, +RR1 Heavy Duty cleaner/desinfectant, +Super Jet Kleen degreaser (scrubber machine).	

2.25.02	<b>Question:</b> Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible e.g. rodent chemicals, product sanitizers?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. A binder with copies of the Material Safety Data Sheets and labels was available for materials used on the cleaning and sanitation process, chemicals handled by external company CINTAS includes: +FC1 Heavy duty floor cleaner, +Z1 Hard Surface Sanitizer, +GL1 Multisurface Cleaner, +RR1 Heavy Duty cleaner/desinfectant, +Super Jet Kleen degreaser (scrubber machine).	

2.25.03	<b>Question:</b> Is there a chemical inventory and/or usage log?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# "Chemical Inventory" monthly inventory done by Ricardo Lemus, records from ongoing season 2016 available at the time of the audit.	

2.25.04	<b>Question:</b> Are there specific Standard Operating Procedures (SOPs) for the changing and testing of water and ice systems e.g. washing flumes, hydrovacuums, hydrocoolers, ice making machines, ice injectors, etc.?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Water systems not included on this operation (score of the audit not affected).	

<b>GMP</b>	<b>Pest Control Documentation</b>
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2.26.01	<b>Question:</b> Is there a documented pest control program, including a copy of the contract with the extermination company (if used), Pest Control Operator license(s) (if baits are used) and insurance documents?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. This organization sub-contract the pest control service for outside bait stations only using "ORKIN PEST SERVICES" commercial pesticide license effective from 12.31.2015 and exp date. 12.31.2016 liability insurance LGL00375001 exp: 11.24.2016 was available for reviewed at the time of the audit.	

2.26.02	<b>Question:</b> Is there a schematic drawing of the plant showing numbered locations of all traps and bait stations, both inside and outside the plant?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. A rodent trap map of the plant showing the number and position of all devices was on file, the map was updated for season.2016 and available at the time of the audit under Rodent Map 2016. mechanical inside traps and outside bait stations according to the map aprox 10% of the rodent traps were inspected at the time of the visual inspection.	

2.26.03	<b>Question:</b> Are service reports created for pest control checks detailing inspection records, application records, and corrective actions of issues noted (in-house and/or contract)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Service reports from external pest control company "ORKIN PEST SERVICES" bi-weekly frequency for external and internal devices, records for season 2015 and ongoing 2016 reviewed at the time of the audit.	
<b>GMP</b> Operation Monitoring Records		
2.27.01	<b>Question:</b> Does the facility have incoming goods (raw products, ingredients and packing materials) inspection data?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# Incoming receiving tickets" the operation inspect incoming products, packaging materials and chemicals. All products are transported in closed trucks and quality inspections performed at the receiving. Incoming data recorded on the PRODUCE PRO System.	
2.27.02	<b>Question:</b> Are there inspection logs on incoming trailers for rodents and insects, cleanliness, holes and temperature control?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# Incoming receiving tickets" the operation inspect incoming transportation regarding cleaning, bad odors, cross contamination. All products are transported in closed trucks and incoming data recorded on the PRODUCE PRO System.	
2.27.03	<b>Question:</b> Are there records for the necessary process monitoring activities (e.g. pH, water temperature, metal detection, labeling, heating processes, etc.) showing the monitoring frequencies, results and where necessary the corrective actions?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Activities as: pH, water temperature, metal detection, labeling not part of the process. (score of the audit not affected)	
2.27.04	<b>Question:</b> Are there records (with corrective actions) that show anti-microbial (e.g. free chlorine, ORP, peracetic acid) strength testing of wash water and ice solutions prior to start up and throughout the production runs?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Anti-microbial/washing activities not part of the operation (score of the audit not affected)	
2.27.05	<b>Question:</b> Are there records (with corrective actions) that show anti-microbial strength testing of hand/foot/tool dip stations? Are there stock check and replenishment records for gel and spray stations?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Doc# Daily Pre-Operational Inspection log" the hand sanitizer foam stations are checked daily. Records were reviewed for ongoing 2016 season at the time of the audit.	
2.27.06	<b>Question:</b> Is there a tool accountability program for knives and similar cutting hand tools used in the production area?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. No tools using/observed on the process at the time of the visual inspection.	
2.27.07	<b>Question:</b> Is there a daily pre-operation inspection log?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Doc# Daily Pre-Operational Inspection log" performed daily covering the different facility/operation activities as receiving area, product re-packing area, production area, cold rooms... Records from ongoing season 2016 were reviewed at the time of the audit, this activity is performed by Ana Sanchez or Stanley Alvarez.	

2.27.08	<b>Question:</b> 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?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Risk Assessment" performed for season 2016 by Isabel Freeland including adjacent lands, flooding issues, waste/water analysis. According to the conclusion no risks associated with the location were detected.	
2.27.09	<b>Question:</b> Is there a current certificate of inspection for backflow prevention assemblies on water lines into the facility?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Back flow certificate was available performed by "OTAY WATER DISTRICT " two valves inspected (3/4" & 8") on January.26.2016 final result pass.	
2.27.10	<b>Question:</b> Is there documented evidence of the internal audits performed to the audited operations, detailing findings and corrective actions?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc#1.4.1 Internal Audit SOP" rev.07/15/2016 covering the packing house and cooler operations. This program follows a quarterly internal audits including GMP's, documents and Risk Assessment. Last audit done on September/09/2016 and previous on July/12/2016. Isabel Freeland the responsible for performing internal audits.	

<b>GMP</b>	<b>Maintenance &amp; Sanitation Files</b>
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2.28.01	<b>Question:</b> Does the facility have a preventative maintenance program and a documented schedule?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc#2.28.01 Preventive & Work order Maintenance" this operation use a master list where includes the equipment (forklifts, pallet jacks, cooling units) and facility structure. The maintenance program is completed with work orders including frequency monthly, weekly, daily, annually.	
2.28.02	<b>Question:</b> Is there a log of maintenance work or repairs ordered and is it signed off on work completed?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Doc# Coast Citrus-Work Orders", equipment and facility repairs are logged. Warehouse Manager responsible for maintenance program. Work orders from 2016 season were reviewed at the time of the audit.	
2.28.03	<b>Question:</b> Are there logs showing that equipment is cleaned and sanitized after maintenance work has been completed?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Evidence for the cleaning and sanitization of the equipment was supported using Doc# Coast Citrus-Work Orders" using FC1 Hard surface sanitizer, records for season 2016 were reviewed at the time of the audit.	
2.28.04	<b>Question:</b> Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Coast Citrus-Master Sanitation Schedule" dated for season 2016. This master plan shows the cleaning schedule for all facility areas as: packing area (daily), warehouse area (daily), drains (weekly). This operation uses FC1 Hard surface sanitizer as part of the sanitation program.	
2.28.05	<b>Question:</b> Are there written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. SSOP's operational procedures for cold rooms, drains, walls, packing line, cooling units were available under Coast Citrus Company-Master Sanitation Program.	

2.28.06	<b>Question:</b> Are sanitation logs on file that show what cleaning was done, when and who carried out the cleaning?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# "Cleaning Sanitation Logs" according to this document cleaning schedule: Daily restrooms, packing line equipment, weekly storage rooms, weekly/daily floor-drains and forklifts. Records from season 2015 and ongoing 2016 were reviewed at the time of the audit, this activity is supervised by Ana Sanchez.	
2.28.07	<b>Question:</b> Are there documented procedures and completion records for clean-in-place (CIP) activities, where applicable (e.g. cleaning re-circulating water systems such as washing flumes, ice injectors, hydrocoolers, ice makers, etc.)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This operation does not have a CIP system implemented. (score of the audit not affected)	
2.28.08	<b>Question:</b> Is there a routine program and written procedure to validate sanitation effectiveness using rapid post sanitation checks, e.g., ATP measurements?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# ATP testing Log" bi-weekly testing using hygena equipment, the limit established < 30 RLU's pass. This activity is held by Warehouse Manager done on the Ice machine and Stainless steel table, records from October.26.2016 and November.02.2016 were reviewed and includes graphics pass/fails and corrective actions included.	
2.28.09	<b>Question:</b> Is there a log indicating that floor drains are cleaned on a regular basis (minimum daily in wet and fresh-cut production areas)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Document# Master Cleaning Schedule. Drains are cleaned and sanitized daily and weekly depending different areas on the facility (wet or dry areas).	
2.28.10	<b>Question:</b> Are there records showing cooling units are serviced and cleaned at least every 12 months or more frequently as required?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Service on cooling units held by external company MECHANICAL REFRIGERATION SERVICES INC. Last service on 08/15/2016 wit work order no.44014	
2.28.11	<b>Question:</b> Is there a documented glass management policy and procedure (including company glass policy, glass breakage procedure and where necessary glass register)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Glass Control & Register" dated for season 2016 was available for review at the time of the audit, according to this document the inspections are done monthly by Food Safety Manager.	
<b>GMP Worker Documentation</b>		
2.29.01	<b>Question:</b> 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?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Evidence for new and ongoing employees GMPs training and company's food safety policy were available for review at the time of the inspection using Doc# Good Manufacturing Practices". Food Safety and Hygiene trainings are performed every month by Food Safety Manager: Isabel Freeland last on October/11/2016.	
2.29.02	<b>Question:</b> Are there logs of ongoing worker food safety education training with topics covered and attendees?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Evidence for new and ongoing employees GMPs training and company's food safety policy were available for review at the time of the inspection using Doc# Good Manufacturing Practices". Food Safety and Hygiene trainings are performed every month by Food Safety Manager: Isabel Freeland last on October/11/2016.	

2.29.03	<b>Question:</b> Is there a documented training program with training logs for the sanitation workers including best practices and chemical use details?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Training for the sanitation activities was done using Doc# Good Manufacturing Practices". Food Safety and Hygiene trainings are performed every month by Food Safety Manager: Isabel Freeland last on October/11/2016.	
2.29.04	<b>Question:</b> Are there 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? (In the US, auditors can check procedure/policy but not actual records).	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Evidence for new and ongoing employees GMPs training and company's food safety policy were available for review at the time of the inspection using Doc# Good Manufacturing Practices". Food Safety and Hygiene trainings are performed every month by Food Safety Manager: Isabel Freeland last on October/11/2016.	
2.29.05	<b>Question:</b> Are there written sickness reporting and return to work procedures?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Procedure is included on "Employee Compliance Form". Employee needs to report a supervisor and formal health report is approved.	
2.29.06	<b>Question:</b> Is there an worker non-compliance/disciplinary action procedure (verbal confirmation accepted)?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Verbal confirmation by Food Safety Manager: Isabel Freeland employees who violate GMPs policies receive a verbal and/or written warnings prior to disciplinary action.	
2.29.07	<b>Question:</b> Are visitors and contractors required to sign a log stating that they will comply with the operation's personal hygiene and health policies?	<b>Possible Points:</b> 3 <b>Points Scored:</b> 3 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document# Visitor Policy. All visitors and contractors coming into the facility are required to sign a log including the operation's personal hygiene and health policies.	

<b>GMP</b>	<b>Testing/Analyses Records</b>
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2.30.01	<b>Question:</b> Are there records of routine equipment microbiological testing?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# Routine Microbiological testing" program is done every month using "Clarkson Laboratory Services" Last analysis was done on October/20/2016 on Food Contact (stainless steel table) E.Coli method:petrifilm and Salmonella method:AOAC-RI041303. Non Food Contact (racks, drains, floors on cold rooms) Listeria method:AOAC-RI 011201 and Salmonella method:AOAC-RI 041303.	
2.30.02	<b>Question:</b> Are there records of routine environmental microbiological testing?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# Routine Microbiological testing" program is done every month using "Clarkson Laboratory Services" Last analysis was done on October/20/2016 on Food Contact (stainless steel table) E.Coli method:petrifilm and Salmonella method:AOAC-RI041303. Non Food Contact (racks, drains, floors on cold rooms) Listeria method:AOAC-RI 011201 and Salmonella method:AOAC-RI 041303.	
2.30.03	<b>Question:</b> Are there routine microbiological tests on water used in the facility (sampled from within the facility)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. E.Coli water testing monthly, last done on October/20/2016 result: < 1 est MPN/100ml method:colilert (MMO-MUG) by "Clarkson Laboratory Services"	

2.30.04	<b>Question:</b> Are there routine microbiological tests on ice used in the facility (either produced in-house or purchased)?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. E.Coli on ice testing monthly, last done on October/20/2016 result: < 1 est MPN/100ml method:colilert (MMO-MUG) by "Clarkson Laboratory Services"	
2.30.05	<b>Question:</b> Are routine tests (e.g., microbiological, moisture, etc.) performed on compressed air that is used directly on food and food contact surfaces?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Compressed air not used on this operation (score of the audit not affected).	

<b>GMP</b>	<b>Temperature Controlled Storage &amp; Distribution Logs</b>
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2.31.01	<b>Question:</b> Are there records of final product temperature checks for temperature sensitive product?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This operation does not handle with sensitive products (score of the audit not affected).	

2.31.02	<b>Question:</b> Are there temperature logs for the packing room (if refrigerated)?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. Production area not refrigerated (score of the audit not affected).	

2.31.03	<b>Question:</b> Are there temperature logs for storage rooms?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# "Temperature Log" temperatures are recorded daily by Warehouse Manager. Records for season 2016 were reviewed at the time of the audit.	

2.31.04	<b>Question:</b> Are there records of shipping truck temperature checks, indicating that the truck was pre-cooled prior to loading?	<b>Possible Points:</b> 5 <b>Points Scored:</b> 5 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Doc# "Bill of Lading" Including trailer sanitary conditions, temperature, customer name, PO, plates... Records from 2015 and ongoing 2016 were reviewed at the time of the audit.	

2.31.05	<b>Question:</b> Are there sanitary condition logs for shipping trucks (cleanliness, trailer condition, odor, etc.)?	<b>Possible Points:</b> 10 <b>Points Scored:</b> 10 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Using Doc# "Bill of Lading" Including trailer sanitary conditions, temperature, customer name, PO, plates... Records from 2015 and ongoing 2016 were reviewed at the time of the audit.	

<b>GMP</b>	<b>Allergen Control</b>
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2.32.01	<b>Question:</b> There are no allergen risks handled or stored within production and storage areas?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> Yes
	<b>Auditor Comments:</b> No allergens handled on the operation.	

2.32.02	<b>Question:</b> Has a documented allergen management plan been developed?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	

2.32.03	<b>Question:</b> Are there adequate storage controls (separation, identification etc.) that ensure that allergens are not contaminating other materials?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	
2.32.04	<b>Question:</b> Is there a dedicated production line or adequate clean down and production procedures that prevent allergen cross contamination?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	
2.32.05	<b>Question:</b> 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
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	
2.32.06	<b>Question:</b> Does re-work handling take into account the issues associated with allergen containing products?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	
2.32.07	<b>Question:</b> 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
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	
2.32.08	<b>Question:</b> Are all products manufactured on site, labeled correctly with respect to allergens?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. no allergens handled on the operation.	

HACCP Preliminary Steps		
3.01.01	<b>Question:</b> Is there a team responsible for the HACCP program at the operation, with a leader assigned and if applicable, for the development, implementation and on-going maintenance of the HACCP system?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Total Compliance. There is a multidisciplinary HACCP team responsible for the program on this operation conformed by: Ana Sanchez, Stan Alvarez and Isabel Freeland (coordinator). HACCP Certificate for Isabel dated on December 08-09/2014 Benchmarked by the International HACCP Alliance.	
3.01.02	<b>Question:</b> Is there documented evidence that the HACCP team members have being trained on HACCP principles?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Total Compliance. HACCP training was available for all team members implemented by Isabel Freeland on 01/07/2016, records were available at the time of the audit.	
3.01.03	<b>Question:</b> Does a product description exist for the products produced?	Possible Points: 10 Points Scored: 10 Score: Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc#"Product Description" including product description by individual item as: bananas, strawberries, mangoes etc... shelf life, handling conditions, temperature storage and intended usage. Documents available at the time of the audit.	

3.01.04	<b>Question:</b> Has the process(es) been flow charted in sufficient detail to completely describe the process or product handling/processing steps and has the flow chart(s) been verified?	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Document#Coast Citrus Wholesale fruits and vegetables Flow Chart" including: receiving, cooling, packing/re-packing, final cooling and shipping. Document issue on: 06/24/2014 and reviewed on: 07/15/2016 available for review at the time of the audit.	

<b>HACCP</b>	<b>Development of the HACCP Plan</b>
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3.02.01	<b>Question:</b> Has a documented hazard analysis for the process been conducted, showing the various types of hazard, their likelihood of occurrence and their associated severity? A ZERO POINT (NON-COMPLIANCE) DOWNSCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT	<b>Possible Points:</b> 15 <b>Points Scored:</b> 15 <b>Score:</b> Total Compliance
	<b>Auditor Comments:</b> Total Compliance. Doc# HACCP Plan-Wholesale Fruits and Vegetables/Risk Assessment" the analysis includes all steps of the process including receiving, cooling, re-packing, shipping. Each step with possible hazards detected and microbiological details on page:35. On conclusion no CCP's were detected on the process. Document issued by Isabel Freeland on: 06/24/2014 and reviewed on: 07/15/2016.	

3.02.02	<b>Question:</b> Have CCPs been developed? If answer is YES, continue with next question. If answer is NO, the rest of "Module 3 HACCP" is not applicable. If the auditor detects that one or more CCPs have been omitted, then the auditor should score down a Zero Point, Non-Compliance under 3.02.01. If the auditor thinks that CCPs have been added that should be omitted, then the auditor should note the issue under 3.02.03.	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> No
	<b>Auditor Comments:</b> No. This process does not includes critical control points (CCP's).	

3.02.03	<b>Question:</b> Have CCP decisions been made with documented justification and where CCPs are noted have they been developed to control the hazards identified in the hazard analysis step?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.04	<b>Question:</b> Have CCP critical control limits been established with the support of relevant sources of information or by validation documentation?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.05	<b>Question:</b> Have monitoring requirements and frequencies been determined for the CCPs?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.06	<b>Question:</b> Have specific responsibilities been assigned for the monitoring, recording and corrective action management of each CCP?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.07	<b>Question:</b> Have standard operating procedures (SOPs) been created for the monitoring process of the CCPs, which would include how to carry out the monitoring activities?.	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.08	<b>Question:</b> Have Corrective Action procedures for the CCPs been established, including a detailed action plan for operators to follow if the limits are not met and plans to adjust the process back into control?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.02.09	<b>Question:</b> Have recording templates (recording forms) been developed for monitoring the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.02.10	<b>Question:</b> Have verification plans and schedules been developed for each CCP?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.02.11	<b>Question:</b> Are changes in the process, equipment, ingredients etc., causing timely reviews of HACCP systems, including hazard analysis, CCP decisions, CCP records and staff training?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.02.12	<b>Question:</b> Is there evidence recorded for HACCP training to all plant workers, including training for CCP operators?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

<b>HACCP</b>	<b>Execution of the HACCP plan on the Plant Floor</b>
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3.03.01	<b>Question:</b> Are all of the documents noted in the HACCP plan in place for real time monitoring of the CCPs?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.03.02	<b>Question:</b> Are the CCP monitoring activities and frequencies in compliance with the plan?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.03.03	<b>Question:</b> Do CCP operators understand basic HACCP principles and their role in monitoring CCPs? (Interview operators to verify).	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.03.04	<b>Question:</b> 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
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.03.05	<b>Question:</b> Are corrective actions detailed in writing when the failure of a CCP occurs?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	
3.03.06	<b>Question:</b> Are the CCP records reviewed and signed off daily by the quality control supervisor and/or management?	Possible Points: 0 Points Scored: 0 Score: N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	

3.03.07	<b>Question:</b> Is any other CCP verification performed (apart from daily record verification) according to the HACCP Plan?	<b>Possible Points:</b> 0 <b>Points Scored:</b> 0 <b>Score:</b> N/A
	<b>Auditor Comments:</b> N/A. This process does not includes critical control points (CCP's).	