Company Name: Click or tap here to enter text.

Company Location: Click or tap here to enter text.

Billing Account No: Click or tap here to enter text.

Audit Date: Click or tap here to enter text.

| **Scope\*** | **Req. No.** | **Requirement** | **DOC** | **Rating** | **Evidence** |
| --- | --- | --- | --- | --- | --- |
|  |  | **Regulatory** |  |  |  |
| GMP | 1.1.1 | The facility shall have a Food and Drug Administration (FDA) registration number. | Record | Choose an item. |  |
| GMP | 1.1.2 | The facility must establish a documented traceability system which enables identification of food which is received and to where it is eventually shipped, either in its original state or as part of a finished product. | Policy, Record | Choose an item. |  |
| GMP | 1.1.3 | The operation has performed a "mock recall" that was proven to be effective. This exercise must be performed at least annually. | Record | Choose an item. |  |
|  |  | **Food Safety Plan** |  |  |  |
| GMP | 1.2.1 | The facility must have a food safety plan which is documented and implemented.  The plan must include, at a minimum, all documented policies and procedures identified as requirements in this audit standard, in addition to any regulatory requirements. | Policy | Choose an item. |  |
| GMP | 1.2.2 | Implementation and oversight of the food safety plan must be under the supervision of one or more competent individuals assigned responsibility for this function. | Policy | Choose an item. |  |
| GMP | 1.2.3 | The facility must document, implement, and record daily, weekly, and/or monthly site inspections as necessary to verify implementation of their food safety plan controls and policies associated with housekeeping, cleaning and sanitation, and maintenance. | Policy, Record | Choose an item. |  |
|  |  | **Personnel Qualifications and Training** |  |  |  |
| GMP | 1.3.1 | All personnel who manufacture, process, pack, or hold food must be qualified to perform their assigned duties.  Qualifications must be documented. | Policy, Record | Choose an item. |  |
| GMP | 1.3.1.1 | Each individual must be, or be under the supervision of, a qualified individual. | Record | Choose an item. |  |
| GMP | 1.3.1.2 | Each individual must receive training on the principles of food hygiene and food safety, as appropriate to their role and responsibilities. Training must be provided when first hired, with a minimum of annual refreshers. | Policy, Record | Choose an item. |  |
| GMP | 1.3.2 | Supervisory personnel must be assigned the responsibility for personnel compliance with food safety and food hygiene policies and procedures, and have the education, training, or experience (or a combination thereof) necessary to supervise the production of clean and safe food. | Record | Choose an item. |  |
| GMP | 1.3.3 | Records of training must be established and maintained. | Record | Choose an item. |  |
|  |  | **Personnel Hygiene** |  |  |  |
| GMP | 1.4.1 | There shall be a documented personnel hygiene policy that is effectively implemented, with all personnel and visitors following the policy.  The written policy must include the following elements: | Policy | Choose an item. |  |
| GMP | 1.4.1.1 | The basics of personal hygiene |  | Choose an item. |  |
| GMP | 1.4.1.2 | Clothing and footwear |  | Choose an item. |  |
| GMP | 1.4.1.3 | Uniforms (if used) - must include requirements for proper use and maintenance. |  | Choose an item. |  |
| GMP | 1.4.1.4 | Gloves (if used) - must include a requirement that they be maintained in an intact, clean, and sanitary condition. |  | Choose an item. |  |
| GMP | 1.4.1.5 | Handwashing (in an adequate handwashing facility) before starting work, after each absence from the workstation, and at any other time when the hands may have become soiled or contaminated. |  | Choose an item. |  |
| GMP | 1.4.1.6 | Removal of unsecured jewelry and other objects that might fall into food, equipment, or containers, and removing hand jewelry that cannot be adequately sanitized during periods in which food is manipulated by hand. |  | Choose an item. |  |
| GMP | 1.4.1.7 | Fingernails (absence of polish; neatly trimmed) |  | Choose an item. |  |
| GMP | 1.4.1.8 | Hair restraints |  | Choose an item. |  |
| GMP | 1.4.1.9 | Storage of clothing and personal belongings |  | Choose an item. |  |
| GMP | 1.4.1.10 | Eating, drinking, and smoking |  | Choose an item. |  |
| GMP | 1.4.1.11 | Precautions to protect against allergen cross-contact with respect to personnel hygiene issues. |  | Choose an item. |  |
| GMP | 1.4.1.12 | Control of blood or bodily fluids. The procedure shall specify the procedures for containment and elimination of blood or bodily fluids, and the cleaning and sanitation of surfaces that are affected. |  | Choose an item. |  |
| GMP | 1.4.2 | There shall be a documented policy for control of employee illness.  The written policy shall: | Policy | Choose an item. |  |
| GMP | 1.4.2.1 | Include a requirement for employees to inform management if they are sick or have been infected with a food borne illness. |  | Choose an item. |  |
| GMP | 1.4.2.2 | Restrict personnel that are ill from production areas until an assessment of illness takes place to determine what tasks they can perform. |  | Choose an item. |  |
| GMP | 1.4.2.3 | Require adequate covering of such conditions as open lesions, boils, and infected wounds. |  | Choose an item. |  |
|  |  | **Supply Chain** |  |  |  |
| GMP | 1.5.1 | The facility must document and implement procedures for receiving raw materials and other ingredients, ensuring that raw materials and other ingredients meet established food safety requirements. | Policy, Record | Choose an item. |  |
|  |  | **Processes and Controls** |  |  |  |
| GMP | 1.6.1 | General |  |  |  |
| GMP | 1.6.1.1 | All facility operations must be conducted in accordance with adequate sanitation principles. |  | Choose an item. |  |
| GMP | 1.6.1.2 | Quality control measures must be established and implemented to ensure that food and food-packaging materials are safe and suitable for intended use. |  | Choose an item. |  |
| GMP | 1.6.1.3 | Sanitation of the plant must be under the supervision of one or more competent individuals assigned responsibility for this function. |  | Choose an item. |  |
|  |  | Training received: | Record |  |  |
| GMP | 1.6.1.4 | Adequate precautions must be taken to ensure that production procedures do not contribute to allergen cross-contact and to contamination from any source.  If color coding is used to identify equipment for various purposes, the system shall be effectively implemented. |  | Choose an item. |  |
| GMP | 1.6.1.5 | Documented testing procedures shall be used where necessary to identify sanitation failures or possible allergen cross‐contact and food contamination. | Policy, Record | Choose an item. |  |
| GMP | 1.6.1.6 | Food that has become contaminated to the extent that it is adulterated must be rejected, or if appropriate, treated or processed to eliminate the contamination. |  | Choose an item. |  |
| GMP | 1.6.2 | Raw Ingredients |  |  |  |
| GMP | 1.6.2.1 | There is a system in place for the proper inspection, handling, segregation, and storage of raw materials. |  | Choose an item. |  |
| GMP | 1.6.2.2 | Raw materials must be washed or cleaned as necessary to remove soil or other contamination. |  | Choose an item. |  |
| GMP | 1.6.2.3 | Water used for washing, rinsing, or conveying food must be safe and of adequate sanitary quality. If recirculated or reused, the water must be used in a way to prevent allergen cross‐contact or an increase in the level of contamination of the food. If the water is treated, treatment must be monitored to verify adequate pH, temperature, and/or chemical control. | Record | Choose an item. |  |
| GMP | 1.6.2.4 | The facility must identify raw materials and/or ingredients that need pasteurization or other treatment prior to processing to prevent possible contamination from pathogenic microorganisms and implement the necessary treatments.  These treatment procedures must be documented. | Policy, Record | Choose an item. |  |
| GMP | 1.6.2.5 | The facility must identify raw materials and/or ingredients that are susceptible to contamination with aflatoxin or other natural toxins and implement steps to ensure compliance with FDA regulations for poisonous or deleterious substances.  Control measures must be documented. | Policy, record | Choose an item. |  |
| GMP | 1.6.2.6 | The facility must identify raw materials and/or ingredients that pose a risk for contamination with pests, undesirable microorganisms, or extraneous material and implement steps to ensure compliance with FDA regulations for natural or unavoidable defects.  Control measures must be documented. | Policy, record | Choose an item. |  |
| GMP | 1.6.2.7 | Raw materials, other ingredients, and rework must be:   * held in bulk or in containers designed and constructed to protect against allergen cross‐contact and against contamination. * held at appropriate temperature and relative humidity and in such a manner as to prevent the food from becoming adulterated.   identified for rework, if scheduled for this purpose. |  | Choose an item. |  |
| GMP | 1.6.2.8 | Frozen raw materials and other ingredients shall be kept frozen.  Temperature of the freezer(s):  If product is thawed prior to use, it must be done in a manner that prevents the raw materials and other ingredients from becoming adulterated. | Record | Choose an item. |  |
| GMP | 1.6.3 | Allergens |  |  |  |
| GMP | 1.6.3.1 | There shall be documented procedures in place for management to identify all allergenic materials (nine major allergens are peanuts, tree nuts, eggs or egg products, milk or dairy products, crustaceans, fin fish, soy and wheat, and sesame seeds; food chemical sensitivities include sulfites and/or food colorings) present in the facility. | Policy | Choose an item. |  |
|  |  | Identified types of allergens/chemicals: |  |  |  |
| GMP | 1.6.3.2 | Raw materials and other ingredients that are food allergens, and rework that contains food allergens, must be identified and held in a manner that prevents allergen cross‐contact. | Policy | Choose an item. |  |
| GMP | 1.6.4 | Operations |  |  |  |
| GMP | 1.6.4.1 | Equipment and utensils and food containers must be maintained in an adequate condition through appropriate cleaning and sanitizing, as necessary. Equipment must be taken apart for thorough cleaning, if necessary. |  | Choose an item. |  |
| GMP | 1.6.4.2 | Manufacturing, processing, packing, and holding shall be conducted to minimize the potential for the growth of microorganisms, allergen cross‐contact, contamination of food, and deterioration of food. |  | Choose an item. |  |
| GMP | 1.6.4.3 | Food that can support the rapid growth of undesirable microorganisms must be held at temperatures that will prevent the food from becoming adulterated during manufacturing, processing, packing, and holding. | Record | Choose an item. |  |
| GMP | 1.6.4.4 | Measures such as sterilizing, irradiating, pasteurizing, cooking, freezing, refrigerating, controlling pH, or controlling Aw, that are necessary to destroy or prevent the growth of undesirable microorganisms, must be identified, implemented, and documented. | Policy, Record | Choose an item. |  |
|  |  | The identified measures are: |  |  |  |
| GMP | 1.6.4.5 | The facility’s product flow and work areas for work‐in‐process (WIP) and rework provides protection against comingling, allergen cross‐contact, contamination, and growth of undesirable microorganisms. |  | Choose an item. |  |
| GMP | 1.6.4.6 | Effective measures shall be taken to protect finished food from allergen cross‐contact and from contamination by raw materials, other ingredients, or refuse. Raw materials, other ingredients, or refuse that are unprotected must not be handled simultaneously in a receiving, loading, or shipping area if that handling could result in allergen cross‐contact or contaminated food. Food transported by conveyor must be protected against allergen cross‐contact and against contamination as necessary. |  | Choose an item. |  |
| GMP | 1.6.4.7 | Equipment, containers, and utensils used to convey, hold, or store raw materials and other ingredients, work‐in-process, rework, or other food must be constructed, handled, and maintained during manufacturing, processing, packing, and holding in a manner that protects against allergen cross‐contact and against contamination. |  | Choose an item. |  |
| GMP | 1.6.4.8 | The facility must take adequate measures to protect against the inclusion of metal or other extraneous material in food. |  | Choose an item. |  |
| GMP | 1.6.4.9 | If the facility identifies food, raw materials, and other ingredients as adulterated, they must dispose of the material in a manner that protects against the contamination of other food; or, if appropriate,  recondition the material so that it meets process and regulatory requirements. | Record | Choose an item. |  |
| GMP | 1.6.4.10 | Steps such as washing, peeling, trimming, cutting, sorting and inspecting, mashing, dewatering, cooling, shredding, extruding, drying, whipping, defatting, and forming must be performed so as to protect food against allergen cross‐contact and against contamination. Food must be protected from contaminants that may drip, drain, or be drawn into the food. |  | Choose an item. |  |
| GMP | 1.6.4.11 | If heat blanching is utilized in the preparation of food capable of supporting microbial growth, the process must be documented and implemented. The blanching equipment must be periodically cleaned and sanitized as necessary. | Policy, Record | Choose an item. |  |
| GMP | 1.6.4.12 | If batters, breading, sauces, gravies, dressings, dipping solutions, and other similar preparations are held and used repeatedly over time, they must be treated or maintained in such a manner that they are protected against allergen cross‐contact and against contamination, and to minimize the potential for the growth of undesirable microorganisms. | Policy, Record | Choose an item. |  |
| GMP | 1.6.4.13 | Filling, assembling, packaging, and other operations must be performed in such a way that the food is protected against allergen cross‐contact, contamination, and growth of undesirable microorganisms. | Record | Choose an item. |  |
| GMP | 1.6.4.14 | Dry mixes, nuts, intermediate moisture food, and dehydrated food, that rely principally on the control of water activity (Aw) for preventing the growth of undesirable microorganisms, must be processed to, and maintained at a safe Aw level.  Controls must be documented. | Policy, Record | Choose an item. |  |
| GMP | 1.6.4.15 | Acid and acidified food are monitored and maintained at a pH of 4.6 or below. | Policy, Record | Choose an item. |  |
| GMP | 1.6.4.16 | Ice that is used (internally produced or externally supplied) in contact with food must be made from water that is safe and of adequate sanitary quality and manufactured in accordance with current good manufacturing practices. | Record | Choose an item. |  |
|  |  | **Defect Action** |  |  |  |
| GMP | 1.7.1 | The facility must determine if defect action levels are established for the food handled or manufactured by the facility.  Controls must be documented. | Policy | Choose an item. |  |
|  |  | Identify defect action levels: |  |  |  |
| GMP | 1.7.2 | Quality control operations must be conducted in a way that reduce natural or unavoidable defects to the lowest level currently feasible. The policies must be documented, with records of implementation. | Policy, Record | Choose an item. |  |
| GMP | 1.7.3 | The facility shall not mix foods containing defects at levels that render that food adulterated with other lots of food. |  | Choose an item. |  |
|  |  | **Equipment and Utensils (Design, Materials, and Maintenance)** |  |  |  |
| GMP | 1.8.1 | General |  |  |  |
| GMP | 1.8.1.1 | All plant equipment and utensils used in manufacturing, processing, packing, or holding food must be designed and of such material and workmanship as to be adequately cleanable and must be adequately maintained. |  | Choose an item. |  |
| GMP | 1.8.1.2 | Equipment and utensils must be designed, constructed, and used appropriately to avoid the adulteration of food with lubricants, fuel, metal fragments, contaminated water, or any other contaminants. |  | Choose an item. |  |
| GMP | 1.8.1.3 | Equipment must be constructed and located so that they are accessible for cleaning, maintenance, and inspection. |  | Choose an item. |  |
| GMP | 1.8.1.4 | Food‐contact surfaces must be corrosion‐resistant, made of nontoxic materials, and designed to withstand the environment of their intended use and of the cleaning process. |  | Choose an item. |  |
| GMP | 1.8.1.5 | Food‐contact surfaces must be maintained to protect food from allergen cross‐contact and from being contaminated. |  | Choose an item. |  |
| GMP | 1.8.2 | Seams on food‐contact surfaces must be sanitary welds, smoothly bonded and maintained to minimize accumulation of food particles, dirt, and organic matter minimizing the opportunity for microorganism growth and allergen cross-contact. |  | Choose an item. |  |
| GMP | 1.8.3 | Non-food contact equipment located in the processing and packing areas shall be constructed so that it can be maintained, and is in good condition, able to be cleaned. |  | Choose an item. |  |
| GMP | 1.8.4 | Holding, conveying, and manufacturing systems must be of a design and construction that enables them to be maintained, and are in an appropriate clean and sanitary condition. |  | Choose an item. |  |
| GMP | 1.8.5 | Freezer and cold storage compartments must be fitted with an indicating thermometer, temperature‐measuring device, or temperature recording device. |  | Choose an item. |  |
| GMP | 1.8.6 | Instruments and controls used for measuring, regulating, or recording temperatures, pH, water activity, etc. must be properly maintained, calibrated, and adequate in number for their designated uses. | Policy, Record | Choose an item. |  |
| GMP | 1.8.7 | Compressed air or other gases mechanically introduced into food or used to clean food‐contact surfaces or equipment must be filtered and oil free. | Policy, Record | Choose an item. |  |
|  |  | **Sanitary Facilities and Controls** |  |  |  |
| GMP | 1.9.1 | General |  |  |  |
| GMP | 1.9.1.1 | The water supply/system must be adequate for the operations intended and must be derived from an adequate source. Private wells must be inspected on an annual basis. | Record | Choose an item. |  |
| GMP | 1.9.1.1.1 | There shall be testing results showing that water used for processing, cleaning, as an ingredient, or by personnel is potable.  Water test results issued by:  Date of testing: | Record | Choose an item. |  |
| GMP | 1.9.1.1.2 | Running water of suitable temperature and pressure must be available in all areas where required for the processing of food, for the cleaning of equipment, utensils, and food‐packaging materials, or for employee sanitary facilities. | Record | Choose an item. |  |
| GMP | 1.9.2 | Plumbing |  |  |  |
| GMP | 1.9.2.1 | Plumbing must be of adequate size and design to handle the water and waste flow for the facility, and not create possible contamination or unsanitary conditions. |  | Choose an item. |  |
| GMP | 1.9.2.2 | Floors, gutters, or drains must have sufficient slope and outlets to drain adequately. |  | Choose an item. |  |
| GMP | 1.9.2.3 | There shall not be any cross connections between treated and untreated supplies. |  | Choose an item. |  |
| GMP | 1.9.2.4 | Back flow prevention devices must be installed on all water and steam lines, and periodically certified.  Certification by:  Date of last certification: | Record | Choose an item. |  |
| GMP | 1.9.3 | Sewage must be disposed of into an adequate sewage system or disposed of through other adequate means. |  | Choose an item. |  |
| GMP | 1.9.4 | For toilet facilities that are located in production areas or primarily used by production staff, there must be: |  | Choose an item. |  |
| GMP | 1.9.4.1 | An adequate, readily accessible, number of units for the facility size/number of employees. |  | Choose an item. |  |
| GMP | 1.9.4.2 | Independent outside ventilation. |  | Choose an item. |  |
| GMP | 1.9.4.3 | Design so that they do not open directly into food handling areas (i.e., processing, repacking, or reconditioning areas). |  | Choose an item. |  |
| GMP | 1.9.4.4 | Self-closing doors or maze-type entrance. |  | Choose an item. |  |
| GMP | 1.9.4.5 | Adequate lighting. |  | Choose an item. |  |
| GMP | 1.9.4.6 | Sufficient and proper waste receptacles. |  | Choose an item. |  |
| GMP | 1.9.4.7 | Signs posted indicating the importance of hand washing (multilingual if appropriate). |  | Choose an item. |  |
| GMP | 1.9.4.8 | Hand-washing facilities with running water at a suitable temperature, soap, and single use towels or forced air hand dryers. |  | Choose an item. |  |
| GMP | 1.9.4.9 | Toilet areas that are clean, dry, properly stocked with toilet paper, and of good general appearance. |  | Choose an item. |  |
| GMP | 1.9.4.10 | Toilets, sinks, and faucets in good working condition. |  | Choose an item. |  |
| GMP | 1.9.5 | Hand-washing facilities (located in breakroom and production area) shall include running water at a suitable temperature, soap, and single use towels or forced air hand dryers. Signs must be posted indicating the importance of hand washing (multilingual if appropriate). |  | Choose an item. |  |
| GMP | 1.9.6 | The capacity of the facility’s rubbish/waste storage must be sufficient for the operation, with dedicated waste containers and timely removal of waste. A policy must be documented. | Policy | Choose an item. |  |
|  |  | **Maintenance and Sanitation** |  |  |  |
| GMP | 1.10.1 | General Maintenance |  |  |  |
| GMP | 1.10.1.1 | Buildings, fixtures, and other physical facilities of the plant must be maintained in a clean and sanitary condition and must be kept in repair adequate to prevent food from becoming adulterated.  After maintenance repairs of equipment associated with food processing or with food contact surfaces, the equipment must be cleaned, sanitized, and inspected. This policy must be documented, and implementation must be recorded. | Policy, Record | Choose an item. |  |
| GMP | 1.10.1.2 | Cleaning and sanitizing of utensils and equipment must be conducted in a manner that protects against allergen cross-contact and against contamination of food, food contact surfaces, or food-packaging materials. The procedure must be documented and there must be records to show completion. | Policy, Record | Choose an item. |  |
| GMP | 1.10.2 | Sanitation Chemicals and Supplies |  |  |  |
| GMP | 1.10.2.1 | Cleaning compounds and sanitizing agents used in cleaning and sanitizing procedures must be free from undesirable microorganisms and appropriate for use (documentation must be available for verification). |  | Choose an item. |  |
| GMP | 1.10.2.2 | The chemicals stored at the facility must be appropriate for presence in a plant where food is processed and exposed. Food grade lubricants must be used in exposed product zones. |  | Choose an item. |  |
| GMP | 1.10.2.3 | There shall be a locked storage area for chemicals with controlled access, and chemicals must be clearly and properly labeled. |  | Choose an item. |  |
| GMP | 1.10.3 | Pest Control |  | Choose an item. |  |
| GMP | 1.10.3.1 | The facility shall document and implement an effective pest control program. | Policy, Record | Choose an item. |  |
| GMP | 1.10.3.1.1 | A pest control station map is properly maintained and available. | Policy, Record | Choose an item. |  |
| GMP | 1.10.3.1.2 | Routine maintenance and inspection of pest control devices is documented. | Policy, Record | Choose an item. |  |
| GMP | 1.10.3.1.3 | The type, number, and placement of pest control/deterrent devices is adequate and appropriate to prevent infestation. |  | Choose an item. |  |
| GMP | 1.10.3.1.4 | The facility is free from pest infestation. |  | Choose an item. |  |
| GMP | 1.10.3.2 | The use of pesticides to control pests in the facility must be performed under precautions and restrictions that will protect against the contamination of food, food-contact surfaces, and food packaging materials. | Record | Choose an item. |  |
| GMP | 1.10.4 | Sanitation of Food-Contact Surfaces |  | Choose an item. |  |
| GMP | 1.10.4.1 | All food-contact surfaces, including utensils and food-contact surfaces of equipment, must be cleaned as frequently as necessary to protect against allergen cross-contact and against contamination of food.  The procedure must be documented and there must be records to show completion. Cleaning and sanitation oversight must be assigned to at least one competent staff person. | Policy, Record | Choose an item. |  |
| GMP | 1.10.4.2 | For processing, packing, or holding low-moisture food, food contact surfaces must be clean and dry before use. If wet-cleaned, the surfaces must be sanitized and thoroughly dried before use. The procedure must be documented and there must be records to show completion. | Policy, Record | Choose an item. |  |
| GMP | 1.10.4.3 | In wet processing, all food contact surfaces must be cleaned and sanitized before use and after any interruption during which the food contact surfaces may have become contaminated. Where equipment and utensils are used in a continuous production operation, the utensils and food-contact surfaces of the equipment must be cleaned and sanitized as necessary. The procedure must be documented and there must be records to show completion. | Policy, Record | Choose an item. |  |
| GMP | 1.10.4.4 | Single-service articles must be stored, handled, and disposed of in a manner that protects against allergen cross-contact and against contamination of food, food-contact surfaces, or food packaging materials. |  | Choose an item. |  |
| GMP | 1.10.5 | Non‐food contact surfaces of equipment used in the operation of a food plant must be cleaned in a manner and as frequently as necessary to protect against allergen cross‐contact and against contamination of food, food‐contact surfaces, and food‐packaging materials. |  | Choose an item. |  |
| GMP | 1.10.6 | Cleaned and sanitized portable equipment with food‐contact surfaces and utensils must be stored in a location and manner that protects food‐contact surfaces from allergen cross‐contact and from contamination. |  | Choose an item. |  |
|  |  | **Warehousing and Distribution** |  |  |  |
| GMP | 1.11.1 | The storage and transportation of food must be carried out so that it is protected against allergen cross‐contact and against biological, chemical (including radiological), and physical contamination of food, as well as against deterioration of the food and the container. |  | Choose an item. |  |
| GMP | 1.11.1.1 | Incoming trailers and goods are inspected for damage, infestation, off odors, contamination, and proper temperatures. |  | Choose an item. |  |
| GMP | 1.11.1.2 | Wash certificates are required for bulk tanker trucks for previous loads. The record indicates the previous product shipped. | Record | Choose an item. |  |
| GMP | 1.11.1.3 | Procedures are implemented for outbound shipments, including: proper shipping temperature, trailer cleanliness/condition, verification of odors, etc. |  | Choose an item. |  |
| GMP | 1.11.1.4 | Packaging, packing materials, and empty containers must be protected from contamination. |  | Choose an item. |  |
| GMP | 1.11.1.5 | Retained, damaged, or returned product must be identified and stored in a clearly designated area or controlled through an inventory system. |  | Choose an item. |  |
| GMP | 1.11.1.6 | The facility must have a documented procedure to ensure that ingredients, materials, work in progress, and finished product are used in the correct order and within the allocated shelf life. | Policy, Record | Choose an item. |  |
|  |  | **Food By-Products for Animal Food** |  |  |  |
| GMP | 1.12.1 | If the facility holds and distributes human food by-products for use as animal food, it must be held under conditions that protect against contamination, including: |  | Choose an item. |  |
| GMP | 1.12.1.1 | Containers and equipment used to convey or hold human food by‐products before distribution must be designed, constructed of appropriate material, cleaned as necessary, and maintained to protect against contamination. |  | Choose an item. |  |
| GMP | 1.12.1.2 | Human food by‐products must be held in a way to protect against contamination from sources such as trash. |  | Choose an item. |  |
| GMP | 1.12.1.3 | Human food by‐products must be accurately identified. |  | Choose an item. |  |
| GMP | 1.12.2 | Labeling that identifies the by‐product by the common or usual name must be affixed to or accompany human food by‐products for use as animal food when distributed. |  | Choose an item. |  |
| GMP | 1.12.3 | Shipping containers and bulk vehicles used to distribute human food by‐products must be examined prior to use to protect against contamination of the human food by‐products from the container or vehicle. |  | Choose an item. |  |
|  |  | **Facility and Grounds** |  |  |  |
| GMP | 1.13.1 | The grounds surrounding the facility must: |  |  |  |
| GMP | 1.13.1.1 | Be maintained in a manner which will prevent rodent and insect harborage, reasonably free of litter and debris. |  | Choose an item. |  |
| GMP | 1.13.1.2 | Be properly surfaced and designed to prevent dust and offensive odors and for adequate drainage (minimal standing water). |  | Choose an item. |  |
| GMP | 1.13.1.3 | Include an adequate number of exterior waste containers which are well maintained and in good condition.  The frequency or removal of the waste shall be timely.  A policy must be documented. | Policy | Choose an item. |  |
| GMP | 1.13.1.4 | Not be affected by uncontrolled contamination risks from adjacent properties. The facility shall take steps for additional inspection, extermination, or other means to limit any identified risks. |  | Choose an item. |  |
| GMP | 1.13.2 | The plant design and construction shall be adequate for the food products produced. |  | Choose an item. |  |
| GMP | 1.13.2.1 | There must be adequate space provided for necessary maintenance, sanitation, and production activities. |  | Choose an item. |  |
| GMP | 1.13.2.2 | The facility must be designed to prevent contamination of products and materials. Measures may include physical segregation, time, air flow systems, enclosures, labeling, and other effective means. |  | Choose an item. |  |
| GMP | 1.13.2.3 | Bulk storage vessels shall be constructed and protected to prevent contamination. |  | Choose an item. |  |
| GMP | 1.13.2.4 | Floors, doors, ceilings, walls and overheads must be in good repair and designed to facilitate proper sanitation and maintenance. |  | Choose an item. |  |
| GMP | 1.13.2.5 | There shall be adequate procedures in place to prevent overhead condensation from dripping on to food, food contact surfaces, or food-packaging materials. |  | Choose an item. |  |
| GMP | 1.13.2.6 | Catwalks and stiles must be constructed and located to prevent product contamination. |  | Choose an item. |  |
| GMP | 1.13.2.7 | There shall be sufficient lighting in personnel areas, and to permit efficient operations and cleaning where food is examined, manufactured, processed, packed, or held and where equipment or utensils are cleaned. |  | Choose an item. |  |
| GMP | 1.13.2.8 | Light fixtures and other glass must be properly covered or protected in case of breakage. |  | Choose an item. |  |
| GMP | 1.13.2.9 | Fans and other air-blowing equipment shall be located so to minimize the potential for allergen cross-contact and for contaminating food, food packaging materials, and food-contact surfaces. |  | Choose an item. |  |
| GMP | 1.13.2.10 | Buildings shall be reasonably free from excessive dust, heat, steam, condensation, vapors, smoke or fumes. |  | Choose an item. |  |
| GMP | 1.13.2.11 | Doors, windows, and other gateways shall be closed or properly protected with screens, air screens or other protective devices. |  | Choose an item. |  |

\*Scope Indicators:

* CC – Cold Chain
* FD – Food Defense
* GMP – Current Good Manufacturing Practices
* HACCP – Hazard Analysis Critical Control Points
* LAF – Low Acid Canned Food
* LMF – Low Moisture Food
* PC – Preventive Controls
* QMS – Quality Management System
* ST – Sanitary Transport
* TR – Traceability
* USDA/USAID – USDA and USAID Contract Requirements for International Procurement