

Company	Name:
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Company Location:

Billing Account No:

Audit Date:

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		
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		
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		
		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,	Policy		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		in addition to any regulatory requirements.			
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		
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		
		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		
GMP	1.3.1.1	Each individual must be, or be under the supervision of, a qualified individual.	Record		
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		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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		
GMP	1.3.3	Records of training must be established and maintained.	Record		
	•	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		
GMP	1.4.1.1	The basics of personal hygiene			
GMP	1.4.1.2	Clothing and footwear			
GMP	1.4.1.3	Uniforms (if used) - must include requirements for proper use and maintenance.			
GMP	1.4.1.4	Gloves (if used) - must include a requirement that they be maintained in an intact, clean, and sanitary condition.			
GMP	1.4.1.5	Handwashing (in an adequate handwashing facility) before starting			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		work, after each absence from the workstation, and at any other time when the hands may have become soiled or contaminated.			
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.			
GMP	1.4.1.7	Fingernails (absence of polish; neatly trimmed)			
GMP	1.4.1.8	Hair restraints			
GMP	1.4.1.9	Storage of clothing and personal belongings			
GMP	1.4.1.10	Eating, drinking, and smoking			
GMP	1.4.1.11	Precautions to protect against allergen cross-contact with respect to personnel hygiene issues.			
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.			
GMP	1.4.2	There shall be a documented policy for control of employee illness.	Policy		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		The written policy shall:			
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.			
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.			
GMP	1.4.2.3	Require adequate covering of such conditions as open lesions, boils, and infected wounds.			
		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		
		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.			
GMP	1.6.1.2	Quality control measures must be established and implemented to			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		ensure that food and food-packaging materials are safe and suitable for intended use.			
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.			
		Training received:	Record		
GMP	1.6.1.4	Adequate precautions must be taken to ensure that production procedures do not contribute to allergen crosscontact and to contamination from any source. If color coding is used to identify equipment for various purposes, the system shall be effectively implemented.			
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		
GMP	1.6.1.6	Food that has become contaminated to the extent that it is adulterated must be rejected, or if appropriate,			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
-		treated or processed to eliminate the contamination.			
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.			
GMP	1.6.2.2	Raw materials must be washed or cleaned as necessary to remove soil or other contamination.			
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		
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	Policy, Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		pathogenic microorganisms and implement the necessary treatments. These treatment procedures must be			
		documented.			
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		
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		
GMP	1.6.2.7	Raw materials, other ingredients, and rework must be: - held in bulk or in containers designed and constructed to			

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Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		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.			
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		
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	Policy		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		include sulfites and/or food colorings) present in the facility.			
		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		
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.			
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.			
GMP	1.6.4.3	Food that can support the rapid growth of undesirable	Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		microorganisms must be held at temperatures that will prevent the food from becoming adulterated during manufacturing, processing, packing, and holding.			
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		
		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.			
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			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
	·	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.			
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.			
GMP	1.6.4.8	The facility must take adequate measures to protect against the inclusion of metal or other extraneous material in food.			
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,	Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		recondition the material so that it meets process and regulatory requirements.			
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 crosscontact and against contamination. Food must be protected from contaminants that may drip, drain, or be drawn into the food.			
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		
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	Policy, Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		protected against allergen cross- contact and against contamination, and to minimize the potential for the growth of undesirable microorganisms.			
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 crosscontact, contamination, and growth of undesirable microorganisms.	Record		
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		
GMP	1.6.4.15	Acid and acidified food are monitored and maintained at a pH of 4.6 or below.	Policy, Record		
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	Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		quality and manufactured in			
		accordance with current good			
		manufacturing practices.			
		Defect Action			
GMP	1.7.1	The facility must determine if defect	Policy		
		action levels are established for the			
		food handled or manufactured by the			
		facility.			
		Controls must be documented.			
		Identify defect action levels:			
GMP	1.7.2	Quality control operations must be	Policy,		
		conducted in a way that reduce	Record		
		natural or unavoidable defects to the			
		lowest level currently feasible. The			
		policies must be documented, with			
		records of implementation.			
GMP	1.7.3	The facility shall not mix foods			
		containing defects at levels that			
		render that food adulterated with			
		other lots of food.			
		Equipment and Utensils (Design,			
~1 m	1 404	Materials, and Maintenance)			
GMP	1.8.1	General			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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.			
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.			
GMP	1.8.1.3	Equipment must be constructed and located so that they are accessible for cleaning, maintenance, and inspection.			
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.			
GMP	1.8.1.5	Food-contact surfaces must be maintained to protect food from			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		allergen cross-contact and from being contaminated.			
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.			
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.			
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.			
GMP	1.8.5	Freezer and cold storage compartments must be fitted with an indicating thermometer, temperature-measuring device, or temperature recording device.			

Scope*	Reg. No.	Requirement	DOC	Rating	Evidence
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		
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		
		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		
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		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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		
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.			
GMP	1.9.2.2	Floors, gutters, or drains must have sufficient slope and outlets to drain adequately.			
GMP	1.9.2.3	There shall not be any cross connections between treated and untreated supplies.			
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		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
GMP	1.9.3	Sewage must be disposed of into an adequate sewage system or disposed of through other adequate means.			
GMP	1.9.4	For toilet facilities that are located in production areas or primarily used by production staff, there must be:			
GMP	1.9.4.1	An adequate, readily accessible, number of units for the facility size/number of employees.			
GMP	1.9.4.2	Independent outside ventilation.			
GMP	1.9.4.3	Design so that they do not open directly into food handling areas (i.e., processing, repacking, or reconditioning areas).			
GMP	1.9.4.4	Self-closing doors or maze-type entrance.			
GMP	1.9.4.5	Adequate lighting.			
GMP	1.9.4.6	Sufficient and proper waste receptacles.			
GMP	1.9.4.7	Signs posted indicating the importance of hand washing (multilingual if appropriate).			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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.			
GMP	1.9.4.9	Toilet areas that are clean, dry, properly stocked with toilet paper, and of good general appearance.			
GMP	1.9.4.10	Toilets, sinks, and faucets in good working condition.			
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).			
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		
		Maintenance and Sanitation			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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.	Policy, Record		
		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.			
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		
GMP	1.10.2	Sanitation Chemicals and Supplies			
GMP	1.10.2.1	Cleaning compounds and sanitizing agents used in cleaning and			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		sanitizing procedures must be free from undesirable microorganisms and appropriate for use (documentation must be available for verification).			
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.			
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.			
GMP	1.10.3	Pest Control			
GMP	1.10.3.1	The facility shall document and implement an effective pest control program.	Policy, Record		
GMP	1.10.3.1.1	A pest control station map is properly maintained and available.	Policy, Record		
GMP	1.10.3.1.2	Routine maintenance and inspection of pest control devices is documented.	Policy, Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
GMP	1.10.3.1.3	The type, number, and placement of pest control/deterrent devices is adequate and appropriate to prevent infestation.			
GMP	1.10.3.1.4	The facility is free from pest infestation.			
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		
GMP	1.10.4	Sanitation of Food-Contact Surfaces			
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.			
GMP	1.10.4.2	For processing, packing, or holding low-moisture food, food contact	Policy, Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		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.			
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		
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			

Req. No.	Requirement	DOC	Rating	Evidence
	surfaces, or food packaging			
	materials.			
1.10.5	Non-food contact surfaces of			
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	macriais.			
1.10.6	Cleaned and sanitized portable			
	equipment with food-contact			
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	contamination.			
•	Warehousing and Distribution		l	
1.11.1	The storage and transportation of			
	food must be carried out so that it is			
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	food and the container.			
	1.10.5	surfaces, or food packaging materials. 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. 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. Warehousing and Distribution 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,	surfaces, or food packaging materials. 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. 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. Warehousing and Distribution 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	surfaces, or food packaging materials. 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. 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. Warehousing and Distribution 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

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GMP	1.11.1.1	Incoming trailers and goods are inspected for damage, infestation, off odors, contamination, and proper temperatures.			
GMP	1.11.1.2	Wash certificates are required for bulk tanker trucks for previous loads. The record indicates the previous product shipped.	Record		
GMP	1.11.1.3	Procedures are implemented for outbound shipments, including: proper shipping temperature, trailer cleanliness/condition, verification of odors, etc.			
GMP	1.11.1.4	Packaging, packing materials, and empty containers must be protected from contamination.			
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.			
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	Policy, Record		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		correct order and within the allocated shelf life.			
	1	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:			
GMP	1.12.1.1	Containers and equipment used to convey or hold human food byproducts before distribution must be designed, constructed of appropriate material, cleaned as necessary, and maintained to protect against contamination.			
GMP	1.12.1.2	Human food by-products must be held in a way to protect against contamination from sources such as trash.			
GMP	1.12.1.3	Human food by-products must be accurately identified.			
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			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		for use as animal food when distributed.			
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.			
		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.			
GMP	1.13.1.2	Be properly surfaced and designed to prevent dust and offensive odors and for adequate drainage (minimal standing water).			
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.	Policy		

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
		A policy must be documented.			
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.			
GMP	1.13.2	The plant design and construction shall be adequate for the food products produced.			
GMP	1.13.2.1	There must be adequate space provided for necessary maintenance, sanitation, and production activities.			
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.			
GMP	1.13.2.3	Bulk storage vessels shall be constructed and protected to prevent contamination.			
GMP	1.13.2.4	Floors, doors, ceilings, walls and overheads must be in good repair and designed to facilitate proper sanitation and maintenance.			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
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 foodpackaging materials.			
GMP	1.13.2.6	Catwalks and stiles must be constructed and located to prevent product contamination.			
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.			
GMP	1.13.2.8	Light fixtures and other glass must be properly covered or protected in case of breakage.			
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.			

Scope*	Req. No.	Requirement	DOC	Rating	Evidence
GMP	1.13.2.10	Buildings shall be reasonably free from excessive dust, heat, steam, condensation, vapors, smoke or fumes.			
GMP	1.13.2.11	Doors, windows, and other gateways shall be closed or properly protected with screens, air screens or other protective devices.			

*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