

Breeze through food audits

A checklist to meet your HACCP requirements

What it is all about

The danger is in the air

These days, food companies have to be real all-rounders – whether they are wholesale bakeries, fruit importers, beverage producers or frozen-food specialists. If these enterprises want to be successful, they need to keep an eye on market trends, demonstrate business acumen, ensure outstanding quality and so much more.

A lot of their focus needs to be on hygiene standards. After all, if your company follows HACCP principles, the quality of your products will be better, your employees will be much healthier and you will gain that all-important competitive edge. Unfortunately though, fine particulate matter, germs and the like are all lying in wait to make life more challenging for people trying to run a business.



How to meet your HACCP requirements

Our checklist will help you make sure that your company is perfectly prepared ahead of food audits.

Hygiene in the production area

- Do you have a cleaning schedule, e.g. for microbiological cleaning, and are all work areas easily accessible for cleaning purposes?
- Do all food products (including those that are packaged and decanted by your company) have a best before date?
- Are different products stored far enough away from one another so as to prevent contamination?
- Is waste stored away from production areas and disposed of regularly, e.g. to keep pests at bay?
- Are testing and measuring devices (e.g. thermometers) calibrated at regular intervals and is this process documented?
- Is all food stored at the correct temperature and for the correct duration (as part of a “first in first out” rotation system)?
- Is there clean and fresh air available?
- Are temperature checklists used and are samples taken?

How to meet your HACCP requirements

Personal hygiene and central guideline

- Have employees been properly trained to ensure compliance with hygiene regulations and is compliance monitored as closely as possible?
- Is it ensured that there is no direct contact between hands and food (especially if it is raw) (disposable gloves)?
- Are all (minor) wounds taken care of properly to protect against germs and to stop produce from becoming contaminated?
- Does everyone wash/disinfect their hands regularly, especially after using the kitchen or toilet facilities?
- Are rooms and systems cleaned properly, e.g. using a four-way colour-coding system (cleaning implements labelled with different colours for different areas)?
- Do employees in all relevant roles wear disposable face masks to avoid sneezing and coughing on the food?
- Do employees in the production areas wear hairnets?
- Do employees stay at home when they are sick and only come back to work once they are back to full health?

Thorough documentation

- Do you have all evidence and documentation relating to your hygiene processes that might be required by the inspection authorities?
- Is food safety checked in-house and documented on a regular basis?
- Is there a procedure (complete with schedule) in place for rectifying any shortcomings that are identified?
- Are detailed cleaning schedules in place?

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