

HACCP Field Verification Checklist Reduced Oxygen Packaging

Establishment Name:		
Address:		
Person-in-Charge:	Phone:	e-mail:
Date Written Plan Validated:		
Food Product and Process:		
Inspection Type: <input type="checkbox"/> HACCP Plan Review <input type="checkbox"/> Record Review <input type="checkbox"/> On-Site Verification		
Inspector:		
YES	NO	Validated HACCP Plan Available for Review
		Comments:
YES	NO	Establishment has Implemented Effective SOP and SSOP Pre-Requisites (Document violations on your Food Establishment Inspection Report)
		Vendor certification programs and buyer specifications
*		Food preparation complies with HACCP Plan
*		Packaging (Seal is complete-no debris in seal; labels; no cross contamination)
		Hand washing and bare hand contact policies
		Dedicated work areas for raw and prepared foods
		Equipment specifications/Manufacturer's instructions and operational manual.
		Employee health policy (training and reporting requirements; exclusion and restriction requirements for ill food employees)
		Storage and display temperature 5°C (41°F)/ 3°C (38°F)/ 1°C (34°F)
		Storage and display (shelf-life; expiration dates)
*		Cook-chill/Sous vide (continuous electronic monitoring; visual examination two times per day)
*		Cook chill/Sous vide products are not sold to any other business entity or to the public in bagged or packaged form
		Employee training

		Employee hygiene policy (clean clothing; hair restraints; prohibition of eating, smoking and drinking in work areas and of wearing jewelry)
*		Thermometer calibration procedures and schedule
*		Records
		First in and First out requirements and procedures
		Program to protect product from contamination--biological, chemical and physical
		Cleaning and sanitizing procedures
		Other
Comments:		

List Critical Control Points (CCPs) and Critical Limits identified by the establishment's verified HACCP plan

Food Item or Process e.g. receiving, cooler storage, dry storage	Critical Control Point	Critical Limits	Comments/ Problems Noted

What monitoring records are required by the establishment's verified HACCP plan?

Type of Record	Monitoring Frequency and Procedure	Record Location (Where kept?)

YES	NO	Accurate Description of Product/Process and Intended Uses
*		Food flow, menu, packaging and formulation are consistent with flow chart and approved HACCP
*		Temperature and other critical control points and critical limits are followed per HACCP plan

*		ROP products not requiring a variance are packaged as prescribed by the Food Code Section 3.502.12
		Employee demonstrates calibration, temperature and CCP measurement for inspector
		Employee uses forms for recording recipe, calibration, temperature or other measurement during inspection
		An accurate description or list of products to be reduced oxygen packaged is provided in the HACCP plan
Comments:		
YES	NO	Hazards
		Establishment identifies individual(s) responsible for maintaining system and verification that required records are being completed and properly maintained
		Records for the present day are accurate for the observed situation in the facility?
		Employee demonstrates knowledge of CCPs and critical limits for their retail process when asked
		Employee demonstrates understanding of importance of critical limit(s) when asked
		Routine calibrations are performed, and documented on the appropriate form according to the plan
		Monitoring actions are performed according to the HACCP plan
		Are there specific strengths or weaknesses with the current monitoring or record keeping regime? If yes, note in comments
*		Expiration dates on packages, and items discarded beyond the appropriate expiration date
Comments:		
YES	NO	Employee Shows Knowledge of Corrective Actions if Critical Limit Exceeded or Not Met
		When critical limits established by the plan are not met, are immediate corrective actions taken and recorded?
		Employee knows whom to contact to take corrective actions. Uses corrective action monitoring form
		Person-in-charge shows knowledge of corrective action and proper disposal of food unfit for consumption
		Corrective actions taken reflect the same actions described in the establishment's plan
Comments:		

YES	NO	Training
		The establishment has a training program to support the plan. If deficient, describe in comments
		When training is provided, is it documented and are the records available?
		Employee demonstrates calibration and pH, temperature or CCP measurement for inspector
Comments:		
YES	NO	Do managers and employees demonstrate knowledge of the plan?
		Comments:
YES	NO	Other issues or comments needing attention
		Comments:

Corrective Action Needed

- None (Establishment is in compliance)
- Order for correction issue (Inspection Report Form or Letter)
- Emergency suspension of operation
- Seizure of food
- Voluntary disposal
- Employee restriction/exclusion
- Employee training
- Other: _____

Inspector: _____ Date of Inspection: _____