

Audit Report

Global Standard for Food Safety Issue 5 : January 2008

Audit grade: A

Audit result: Certificated

Audit type: Announced

Previous audit grade:

Audit Frequency: 12 months

Company Details

BRC Site Code: 1458971

Company Name: Risenta AB

Site Name: Risenta AB

Address: Sollentunaholmsvägen 13-15, Sollentuna

Country: Sweden

Postcode: SE-192 78

Telephone: +46 (0)8 586 27 524

Fax:

Company Representative Name: Monica Demorior

Email: monica.demorior@risenta.se

Certification Body Details

Name of Certification Body: SAI Global Assurance Services Ltd

Auditor Number

(only one - team leader)
123081

Auditor Names

Torbjörn Holmberg

SAI Global Assurance Services Ltd, PO Box 44, Winterhill House, Snowdon Drive, Winterhill, Milton Keynes, MK6 1AX
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EFSIS-13.10

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Report No: ESC01255

Auditor: Torbjörn Holmberg

Audit Report

Audit Start Date: 2009-10-26

Audit Finish Date: 2009-10-27

Re-audit Due Date: 2010-10-26

Previous Audit Date:

Scope Details

Product Categories

15 Dried Food s and Ingredients

17 Cereals and Snacks

Scope of Audit Packaging and mixing of seeds, kernels, rice, flour, cereals, pulses, nuts and dried fruits and handling of factored goods (bulk, pre-packed) at the site in Sollentuna

Exclusions from Scope Trading business with ambient stable tomato products under the Campino brand

Products in production at the time of the audit

Different seeds and kernels packed at lines 1-4 (sunflower, green and red lentils, pumpkins, dinkel wheat).

Key Personnel

Name/Job Title	Present at Audit (x)			
	Opening Meeting	Site Inspection	Procedure Review	Closing Meeting
Note: the most senior operations manager on site should be listed first and be present at both opening & closing meetings (ref: clause 1.12)				
Monica Olseni, Quality Manager	X	X	X	X
Alex Tengvall Managing Director	X		X (parts)	X

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Johan Curman, Factory Manager	X	X	X	X
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Company Profile

A family company with a well known Swedish brand for healthy foods and snacks. Since five years located in new and hygienically designed facilities. The site has four production lines and one hand packing line for mixing and packing of a variety of seeds, kernels, rice, flour, cereals, pulses, nuts and dried fruits. The site also import and handle factored goods (appr 10% of turnover). The site consists of 3 400 sqm factory plus 500 qm office and employs 11 workers in one production shift.

Note: For further information see detailed company profile section at the end of this report.

Audit Duration Details

On-site audit duration 14 man hours

Duration of production facility audit 3 man hours

Reasons for deviation from typical or expected on-site audit duration or typical site inspection duration

First time audit

Has customer opted for unannounced option for subsequent audits? No

Audit Duration per day

	Start time	Finish time
Day 1	08:30	17:00

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Day 2	08:30	13:00
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NON-CONFORMITY SUMMARY SHEET

List of Non Conformities

Critical Or Major Non Conformities Against Fundamental Requirements

No.	Requirement ref.	Detail of Non-Conformity	Critical or Major?	Anticipated Re-audit date

Critical

No.	Requirement ref.	Detail of Non-Conformity	Corrective Action	Anticipated re-audit date	Reviewed by

Major

No.	Requirement ref.	Detail of Non-Conformity	Corrective action taken	Evidence provided Document Photograph Visit / Other	Reviewed by

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Minor

No.	Requirement ref.	Detail of Non-Conformity	Corrective action taken	Evidence provided Document Photograph Visit/Other	Reviewed by
1	2.8.3	Not described how the company validates CCP 1 for allergen cleaning which is quite newly implemented	CCP 1 has been split into two CCPs (CCP 1 and CCP 2) for which validation procedures (allergen analysis in subsequent production, calibration of ATP-meter, review of customer complaints) have been described.	- Sammanställning CCP, 091110 - Validering av CCP 1.5.1 version 1	Torbjörn Holmberg, 16/11/2009
2	3.1.1	Food safety is not specifically outlined in the quality policy.	Existing quality policy has been revised to focus more on food safety and objectives to be measured.	Kvalitetspolicy 2.4.1, version 4	Torbjörn Holmberg, 16/11/2009
3	4.6.7	No release procedure and records are in place after maintenance work in production which could affect food safety.	A new service report has been developed and is in use which includes a sign-off possibility for release of equipment before production is started again.	- Servicerapport 3.3.1c version 1 - Example of completed service reports from 6/11 and 16/11 (pdf)	Torbjörn Holmberg, 17/11/2009
4	4.6.9	No measures are in place for minimising risk for contamination of	A sarf mat has been purchased and placed outside the door between	Photo (jpg; 10/11/2009)	Torbjörn Holmberg,

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		production areas from engineering workshop.	engineering workshop and storage facilities		16/11/2009
5	4.8.3	No documented knife policy is in place. A broken blue knife for direct contact with food was observed in packing area.	A knife policy has been developed that covers the use of knives in production.	Knivpolicy 3.2.2 version 1	Torbjörn Holmberg, 16/11/2009
6	4.8.4.2	No regular inspections are conducted to check items of hard plastic. Filling equipment for Line 4 had broken plastic frame which was temporarily repaired with plastic tape.	HACCP-audits now include checking of contamination risks from broken equipment in relevant areas.	- HACCP-rond blankett 1.8.2 version 12 - Completed HACCP-audit 10/11/2009 - Photo of repaired plastic frame	Torbjörn Holmberg, 17/11/2009
7	4.12.6	The agreements with third party hauliers do not include any relevant paragraph (s) from 4.12 in BRC v5.	An attachment to written agreements with transport companies have been developed. The attachment is now being signed by the transport companies.	Example of completed attachment (Intyg transportörer) signed 12/11/2009	Torbjörn Holmberg, 16/11/2009
8	5.3.1	No clear written justification why metal detectors are not in use for all products.	The site has reviewed this field and presented statistics for complaints regarding foreign bodies; no metal complaints have been recorded, only stones and glass incidents. Therefore metal detectors are judged not to be necessary.	5.1.1c Risker för främmande föremål version 2	Torbjörn Holmberg, 16/11/2009

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9	5.5.1.4	The company does not have a system for ongoing verification of best before date including sensory analyses.	The company has developed a procedure for shelf life testst incl sensory prameters and started to record analyses.	<ul style="list-style-type: none"> - 2.11.6a Hållbarhetstester rutin version 1 - 2.11.6b Hållbarhetstester version 1 - 2.11.6c Sensorisk test, protokoll version 1 - Photo of reference samples - Completed sensory test of Russinmix 90 g, 471172009 	Torbjörn Holmberg, 16/11/2009
10	6.2	The actual weights of final consumer products are not recorded.	Weight checks are now recorded on production record forms (Packrapport)	<ul style="list-style-type: none"> 4.1.2a Packrapport, blankett version 8 4.2.1 Rutin paketering version 5 Completed pack repprt from 18711/2009 with recorded weight checks 	Torbjörn Holmberg, 18/11/2009

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Detailed Audit Report

BRC Requirement No.	REQUIREMENT	Conforms Y, N or N/A	Details
1 SENIOR MANAGEMENT COMMITMENT AND CONTINUAL IMPROVEMENT			
1.0 FUNDAMENTAL Statement of Intent	The company's senior management shall demonstrate they are fully committed to the implementation of the requirements of the Global Standard for Food Safety. This shall include provision of adequate resources, effective communication, systems of review and actions taken to effect continual improvement. Opportunities for improvement shall be identified, implemented and fully documented.	Y	The company's senior managers can demonstrate commitment to the quality management system and implementation of the requirements of the Global Standard for Food safety.
1.1	The company's senior management shall provide the human and financial resources required to implement and improve the processes of the quality management system and the food safety plan.	Y	Resources are discussed during management review meetings. The company has invested in both a new site and extra resources for quality management during the last five years.

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1.2	There shall be clear communication and reporting channels to senior management for departments responsible for monitoring compliance with the Global Standard for Food Safety. The departments shall report regularly on effective compliance.	Y	The site holds ordinary management meetings 18 times per year and different meetings for production new product development, HACCP etc. Every week there is information meetings for staff.
1.3	The company's senior management shall ensure that food safety and quality objectives are established, documented, monitored and reviewed.	Y	The company had identified totally 8 objectives for 2009/2010 with 6 for quality and two for food safety (BRC-certification and customer complaints).
1.4	The company's senior management shall ensure that there is a process to identify and address any safety or legality issue at a strategic level.	Y	The company procedures for management review are described in 2.7 Ledningens granskning 9/6/2009.
1.5	The company's senior management shall take responsibility for the review process.	Y	The senior management (MD) is leading the management review meetings and engaged in the succesful implementation of BRC v5.
1.6	The review process shall be undertaken at appropriate planned intervals, as a minimum annually, to ensure critical evaluation of the food safety plan and the HACCP system's suitability, adequacy and effectiveness.	Y	Manegement review meetings are conucted minimum once per year, but during 2009 twice.

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1.7	The review process shall include the evaluation of: <ul style="list-style-type: none"> • internal, second party and third party audits • previous management review documents, action plans and time frames • customer performance indicators, complaints and feedback • incidents, corrective actions, out-of-specification results and non-conforming materials • process performance and deviation from defined parameters • reviews of the HACCP-based system • developments in scientific information associated with the products in scope • resource requirements. 	Y	Minutes were checked for meetings conducted 16/4/2009 and 19/10/2009 and found to follow n agenda corresponding to 1.7.
1.8	Records of management reviews shall be comprehensively documented and retained.	Y	Thorough minutes could be provided for the management review meetings checked.
1.9	The decisions and actions agreed within the review process shall be effectively communicated to appropriate staff, and actions implemented within agreed time scales. The records shall be updated to show when actions have been completed.	Y	Time scales and responsible persons are identified for actions needed to be done.
1.10	The company shall have the current issue of the Global Standard for Food Safety available.	Y	Yes, a correct Swedish version of BRC v5 was present.
1.11	The company shall maintain certification to the Global Standard for Food Safety by effective timescale planning to ensure that certification does not expire (refer to Section III, paragraph 12).	N/A	First time audit

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1.12	The most senior production or operations manager on site shall attend the opening and closing meetings of the audit for Global Standard for Food Safety certification.	Y	Yes, both managing director and factory manager was present during most of the audit and at opening and closing meeting.
1.13	The company's senior management shall ensure that non-conformities identified at the previous audit against the Standard are effectively actioned.	N/A	First time audit
2 THE FOOD SAFETY PLAN – HACCP			
2.0 FUNDAMENTAL Statement of Intent	The company's food safety plan shall be based on a HACCP system which shall be systematic, comprehensive, thorough, fully implemented and maintained. Codex Alimentarius HACCP principles shall be used and reference shall be made to relevant legislation, codes of practice or guidelines.	Y	The companys HACCP-method is decribed in procedures called "Metodbeskrivning HACCP" v 4 10/6/2009 and "HACCP information" v 4 22/6/2009
2.1 The HACCP Food Safety Team – Codex Alimentarius Step 1			
2.1.1	The HACCP plan shall be developed and managed by a multi-disciplinary food safety team that includes those responsible for Quality/Technical, Production Operations, Engineering and other relevant functions. The team members shall have specific knowledge of HACCP and relevant knowledge of product, process and associated hazards.	Y	HACCP-team is described in HACCP information v 4 22/6/2009 and consists of four persons with Qulaity Manager as leader
2.1.2	The HACCP food safety team shall have a designated and qualified team leader who shall be able to demonstrate competence and experience of HACCP.	Y	The HACCP-team leader has formal competence in HACCP via external courses.

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2.1.3	Records shall be maintained that demonstrate the HACCP food safety team has the required knowledge and understanding of HACCP. In the event of the company not having appropriate in-house knowledge, external expertise may be sought, but day-to-day management of the food safety system shall remain the responsibility of the company.	Y	HACCP training for members of HACCP-team is described in "HACCP information" v 4 22/6/2009.
2.1.4	The company's senior management shall demonstrate commitment and support to the HACCP food safety team.	Y	Factory manager is a member of HACCP-team and is a member of senior management.
2.2 Describe the Product – Codex Alimentarius Step 2			
2.2.1	The HACCP food safety team will define the specific products and/or processes that are the subject of the HACCP plan.	Y	Relevant hazards for all all raw materials are described in "Faroanalys råvaror" 21/10/2009.

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2.2.2	<p>All relevant information needed to conduct the hazard analysis shall be collected, maintained, documented and updated. The company will ensure that the HACCP plan is based on comprehensive information sources, which are referenced and available on request. This may include the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • the latest scientific literature • historical and known hazards associated with specific food products • relevant codes of practice • recognised guidelines • food safety legislation of products in destination countries • customer requirements. 	Y	<p>The company uses specifications from raw material suppliers and has developed own product specifications that corresponds to the raw material criteria. There is also a documented design form for the printing of packaging.</p> <p>Best before date is stored in business system which is used for labelling of customer packs. Generally the shelf life is 12, 18 or 24 months.</p> <p>Reference is given to National food administration and Swedish industry guidelines for allergens ("Allergiförbundets riktlinjer").</p>
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2.2.3	<p>A full description of the product shall be developed, which includes all relevant information on food safety. As a guide, this may include the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • composition (e.g. raw materials, ingredients, recipe) • origin of ingredients • physical or chemical properties that impact food safety (e.g. pH, a_w) • treatment and processing (e.g. heating, freezing, salting) • packaging system (e.g. modified atmosphere, vacuum) • storage and distribution conditions (e.g. chilled, ambient) • target safe shelf life under prescribed storage and usage conditions • instructions for use (e.g. storage, preparation) • consideration of potential misuse (e.g. storage, preparation). 	Y	<p>The company uses specifications from raw material suppliers and has developed own product specifications that corresponds to the raw material criteria. There is also a documented design form for the printing of packaging.</p> <p>Best before date is stored in business system which is used for labelling of customer packs. Generally the shelf life is 12, 18 or 24 months in ambient stable conditions</p>
2.3 Identify Intended Use – Codex Alimentarius Step 3			
2.3.1	<p>The intended use of the product by the customer shall be described defining the consumer target groups, including the suitability of the product for vulnerable groups of the population, e.g. infants, elderly, allergy sufferers.</p>	Y	<p>Primary target groups of consumers are women in 30-55 years. Specific products which are naturally free from gluten are labeled as such. Accepted by Natinal Food administration</p>
2.4 Construct a Process Flow Diagram – Codex Alimentarius Step 4			

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2.4.1	<p>A flow diagram shall be prepared to cover each product, product category or process. This shall set out all aspects of the food process operation within the HACCP scope, from raw materials selection through processing, storage and distribution. As a guide, this may include the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • plan of premises and equipment layout • raw materials including introduction of utilities and other contact materials (e.g. water, packaging) • sequence and interaction of all process steps • outsourced processes and subcontracted work • process parameters • potential for process delay • rework and recycling • low/high risk and clean/dirty area segregation • finished products, intermediate/semi-processed products, by-products and waste. 	Y	<p>Summary flow chart (11/9/2009) exist plus detailed flow charts (11/9/2009) for different steps including manual preparation for self service handling in retail shops. Checked flow chart for Dinkelflingor. Flow charts include different packing options and rework</p>
2.5 Verify Flow Diagram – Codex Alimentarius Step 5			
2.5.1	<p>The HACCP food safety team shall verify the accuracy of the flow diagrams by on-site audit and challenge. Daily and seasonal variations shall be considered and evaluated. Records of verified flow diagrams shall be maintained.</p>	Y	<p>HACCP-team has been verified by quality manager and factory manager and then formally by HACCP-team in a documented meeting from 28/9/2009.</p>
2.6 List All Potential Hazards Associated with Each Process Step, Conduct a Hazard Analysis and Consider any Measures to Control Identified Hazards – Codex Alimentarius Step 6, Principle 1			

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2.6.1	The HACCP food safety team shall confirm the scope of the HACCP plan and identify and record all the potential hazards that are reasonably expected to occur at each step in relation to product, process and facilities which may not be controlled by existing prerequisites. This shall include hazards present in raw materials, those introduced during the process or surviving the process steps, and allergen risks (refer to clause 5.2). It shall also take account of the preceding and following steps in the process chain.	Y	Thorough hazard analyses exist for all steps covered by existing flow charts.
2.6.2	The HACCP food safety team shall conduct a hazard analysis to identify hazards which need to be prevented, eliminated or reduced to acceptable levels. Consideration shall be given to the following as a minimum: <ul style="list-style-type: none"> • likely occurrence of hazard • severity of the effects on consumer safety • vulnerability of those exposed • survival and multiplication of micro-organisms of concern • presence or production of toxins, chemicals or foreign bodies • contamination of raw materials, intermediate/semi-processed product, or finished product • potential for adulteration/deliberate contamination. 	Y	Relevant hazards for each process step are listed and assessed including allergens and foreign bodies documented in "Faroanalys" v 2, 21/10/2009. Not formally assessed potential sabotage via external door to storage area but all relevant hazards have been addressed.

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2.6.3	The HACCP food safety team shall consider the control measures necessary to prevent, eliminate or reduce the hazard to acceptable levels. Consideration may be given to using more than one control measure. Justification for acceptable levels in the finished product for each hazard shall be determined and documented.	Y	All products sold for self service cabinets in retail shops are labelled "can contain traces of" different allergens. This has been accepted by food authorities
2.7 Determine the Critical Control Points(CCP) – Codex Alimentarius Step 7, Principle 2			
2.7.1	For each hazard that requires control, control points shall be reviewed to identify those that are critical. This requires a logical approach and may be facilitated by use of a decision tree. CCPs shall be those control points which are required in order to prevent, eliminate or reduce a food safety hazard to acceptable levels. If a hazard is identified at a step where control is necessary for safety but the control does not exist, the product or process shall be modified at that step, or at an earlier or later step, to provide a control measure.	Y	CCP are identified by help of assessment of severity and frequency (> 16 or severity > 6). The outcome of this is assessed for being a CCP or CP. This is documented 26/8/2009. The site as two CCPs <ul style="list-style-type: none"> - CCP 1 cleaning checks (ATP) after allergen cleaning - CCP 2 check of correct final packs with respect to allergens.
2.8 Establish Critical Limits for each CCP – Codex Alimentarius Step 8, Principle 3			

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2.8.1	For each CCP, the appropriate critical limits shall be defined in order to identify clearly if the process is in or out of control and if the identified acceptable level of the food safety hazard in the finished product is likely to be exceeded. Critical limits shall be measurable wherever possible (e.g. time, temperature, pH) and the rationale for their establishment clearly documented. The HACCP food safety team shall take into account relevant legislation or codes of practice when establishing critical limits.	Y	<ul style="list-style-type: none"> - CCP 1 cleaning checks (ATP below 30 units) after allergen cleaning - CCP 2 check of correct labelling of final packs with respect to allergens.
2.8.2	Any critical limits based on subjective data (such as visual inspection) shall be supported by clear guidance or examples.	Y	Only by checking of correct labelling which is covered by procedure for packing 4.2.1.
2.8.3	The HACCP food safety team shall validate each CCP. Documented evidence shall show that the control measures selected are capable of consistently controlling the hazard to the level specified by the critical limit.	N	<u>Minor</u> : Not described anywhere in HACCP-study how the company validates CCP 1 for allergen cleaning which is quite newly implemented
2.9 Establish a Monitoring System for each CCP – Codex Alimentarius Step 9, Principle 4			
2.9.1	The HACCP food safety team shall establish a monitoring system for each CCP to ensure compliance with critical limits.	Y	CCPs are listed in CCP and CP-plan. Procedures for monitoring CCPs 1 and 2 are described in 4.4.2 and 4.2.1.

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2.9.2	<p>Each defined CCP shall be under control. The monitoring system shall be able to detect loss of control of CCPs and wherever possible provide information in time for corrective action to be taken. As a guide, consideration may be given to the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • online measurement • offline measurement • continuous measurement (e.g. thermographs) • where discontinuous measurement is used, the system shall ensure that the sample taken is representative of the batch of product. 	Y	Only off line measurements are used.
2.9.3	Records associated with monitoring CCPs must be signed by the person responsible for the monitoring and verified, as appropriate, by an authorised person. Recorded details shall include the date and result of measurements carried out.	Y	Records for monitoring of CCPs are signed by the responsible operator. Verification is done monthly by the Quality manager.
2.10 Establish a Corrective Action Plan – Codex Alimentarius Step 10, Principle 5			
2.10.1	The HACCP food safety team shall specify and document the corrective action to be taken when monitored results indicate a failure to meet a control limit, or when monitored results indicate a trend towards loss of control. This shall include the action to be taken by nominated personnel with regard to any products that have been manufactured during the period when the process was out of control.	Y	This is described in HACCP plan with CCPs and CPs (29/8/2009).

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2.10.2	Documented procedures shall be established and maintained for the appropriate handling of potentially unsafe products to ensure that they are not released until confirmed as suitable for release.	Y	This is described in 4.2.1 and 4.4.2 and on monitoring record ("Kontroll allergenrengöring e.g. checked for line 4 14/10/2009).
2.11 Establish Verification Procedures – Codex Alimentarius Step 11, Principle 6			
2.11.1	Procedures of verification shall be established to confirm that the HACCP plan is effective. Examples of verification activities are: <ul style="list-style-type: none"> • internal audits • review of records where acceptable limits have been exceeded • review of complaints by enforcement authorities or customers • review of incidents of product withdrawal or recall. 	Y	This is described in HACCP plan with CCPs and CPs (29/8/2009). Verification procedures do however not mention the allergen testing of products after allergen cleaning
2.11.2	Verification results shall be recorded and communicated to the HACCP food safety team.	Y	Verification is done by HACCP-audits by Quality Manager and by HACCP-team checking and following up n.c at HAACP-team meetings.
2.12 HACCP Documentation and Record Keeping – Codex Alimentarius Step 12, Principle 7			
2.12.1	Documentation and record keeping shall be sufficient to assist the company to verify that the HACCP controls are in place and maintained.	Y	Documentation of HACCP-study and monitoring records were proved to be sufficient.
2.13 Review the HACCP Plan			

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2.13.1	<p>The HACCP food safety team shall ensure that procedures exist to review the HACCP plan prior to any changes which may affect product safety. As a guide, these may include the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • change in raw materials or supplier of raw materials • change in ingredients/recipe • change in processing conditions or equipment • change in packaging, storage or distribution conditions • change in staff or management responsibilities • change in consumer use • developments in scientific information associated with ingredients, process or product. <p>Appropriate changes resulting from the review shall be incorporated into the HACCP plan, fully documented and validated.</p>	Y	<p>HACCP system is included in annual internal auditing programme. So far, the ssystem has only been audited once 31/8/2009 with 5 non-conformities which have been adressed.</p>
2.13.2	<p>Irrespective of any of the above changes, the HACCP plan will be reviewed at least annually and records shall be maintained.</p>	Y	<p>HACCP system is included in internal auditing annually.</p>

3.0 FOOD SAFETY AND QUALITY MANAGEMENT SYSTEM

3.1 Food Safety and Quality Policy

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3.1 Statement of Intent	The company's senior management shall develop and document a food safety and quality policy which is authorised, reviewed, signed and dated by an appropriate senior manager.	Y	The company has a Quality policy dated 20/2/2009 which is signed by MD.
3.1.1	The policy shall state the company's intention to meet its obligation to produce safe and legal products to the specified quality, and its responsibility to its customers. This shall include the commitment for review and continual improvement. The company's senior management shall ensure the policy is communicated to all staff involved with activities relating to product safety, legality and quality.	N	The policy is on display in the site and has been informed to staff via diferent meetings. <u>Minor:</u> Food safety is not specifically outlined in the quality policy., merely quality issues are detailed.
3.2 Food Safety and Quality Manual			
3.2 Statement of Intent	The company shall have a food safety and quality manual which describes how the requirements of the Global Standard for Food Safety are met. These requirements shall be fully implemented, reviewed at appropriate planned intervals and improved where necessary.	Y	The company has a quality manual with six different chapters that together covers the BRC v5 standard.
3.2.1	The food safety and quality manual shall contain an outline of working methods and practices or references to where such an outline is documented.	Y	All documents in the quality manual are listed in a document register (21/10/2009).
3.2.2	The food safety and quality manual shall be readily available to key staff.	Y	All staff have access via the company intranet (server).

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3.3 Organisational Structure, Responsibilities and Management Authority			
3.3 Statement of Intent	The company shall have a clear organisational structure and define the responsibilities, reporting relationships and job functions of those personnel whose activities affect product safety, legality and quality.	Y	The company has a clear organisation structure with defined job descriptions to comply with the BRC v5.
3.3.1	The company shall have an organisation chart demonstrating the structure of the company.	Y	Yes, this is depicted in an organogram (26/10/2009).
3.3.2	Documented, clearly defined responsibilities shall exist and be communicated to key staff with responsibility for product safety, legality and quality systems.	Y	Job descriptions exist for all key personnell. This was checked for supervisors in production and storage and for the factory manager and quality manager.
3.3.3	There shall be appropriate documented arrangements in place to cover for the absence of key staff.	Y	Yes, documented in job descriptions for higher key staff but for supervisors in production it is the responsibility for the factory manager.
3.3.4	The company's senior management shall ensure a description of general duties or work instructions are in place and communicated to all staff involved with activities relating to product safety, legality and quality.	Y	There exist general instructions for different tasks e.g. packing area as well as job descriptions. Checked for production operator in packing area.
3.3.5	The company's senior management shall have a system in place to ensure that the company is kept informed of all relevant legislative, scientific and technical developments, and industry codes of practice applicable in the country of raw material supply, production and, where known, the country where the product will be sold.	Y	The responsibility lies with Quality manager who is responsible for the updating of a specific document with all relevant legislation and industrial codes.

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3.4 Contract Review and Customer Focus			
3.4 Statement of Intent	The company's senior management shall ensure that processes are in place to determine any customer requirements and expectations with regard to product safety and quality, and ensure these are fulfilled.	Y	Risenta has personal contacts with the major retailers and food service companies in Sweden
3.4.1	The company shall clearly identify those individuals responsible for communication with customers and shall have an effective system for communication.	Y	The responsibility lies within the sales manager and MD.
3.4.2	Customer requirements relating to the development, specification, manufacture and distribution of product shall have been agreed with the customer and, where appropriate, documented and agreed prior to order fulfilment (refer to clause 3.7.2.3).	Y	All contracts with retailers include an indicator of service level (> 98%). Checked contract for one privat label product to ICA (11/5/2009) and for Axfood regarding a specified service level (12/11/2007).
3.4.3	Customer needs and requirements shall be reviewed on a suitable predetermined frequency. Any changes to existing agreements or contract shall be agreed, documented and communicated to appropriate departments.	Y	Major customers monitor Risentas performance on a regular basis. Monthly report from this is discussed at latest management review.
3.4.4	Performance indicators shall be established relating to customer satisfaction. These shall be communicated to appropriate staff and performance reviewed against these targets.	Y	One indicator for customer satisfaction has been established. (kompletta ordrar i.e. service level >98%)
3.5 Internal Audit			

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3.5 FUNDAMENTAL Statement of Intent	The company shall audit those systems and procedures which cover the requirements of the Global Standard for Food Safety to ensure that they are in place, appropriate and complied with.	Y	The company has a procedure (9/6/2009) stipulating that every part of BRC v5 shall be audited at least annually.
3.5.1	Internal audits shall be planned and their scope and frequency shall be established in relation to the risks associated with the activity. Audits shall be scheduled so that all aspects of the food safety and quality management system are audited at least annually.	Y	A plan for internal audit (april-feb) exist and is documented 21/8/2009. Internal audits take place every month.
3.5.2	Internal audits shall be carried out by appropriately trained competent auditors, who are independent from the audited department.	Y	All internal auditors are listed in a training matrix (21/10/2009)
3.5.3	Internal audit reports shall identify and verify conformity as well as non-conformity.	Y	Checked internal audit for customer complaints (aug 2009) reported 31/8/2009 and senior management reported 3/9/2009. The clauses in BRC v5 checked at the audit are recorded.
3.5.4	Results of the internal audit shall be reported to the personnel responsible for the activity audited. Corrective actions and timescales for their implementation shall be agreed.	Y	This is recorded on non-conformity reports
3.5.5	The completion of corrective action shall be verified.	Y	All non-conformities from internal audits are verified by quality manager and is discussed with the responsible auditor.
3.5.6	A record of all programmed internal audits and associated corrective actions shall be maintained.	Y	A detailed plan exist for audits conducted. All nonconformities are reported to management review.
3.6 Purchasing – Supplier Approval and Performance Monitoring			

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3.6 Statement of Intent	The company shall control all purchasing processes which are critical to product safety, legality and quality to ensure that products and services procured conform to defined requirements.	Y	The company controls all suppliers of materials and services to ensure that they conform to defined requirements. All suppliers are listed in a supplier database in Excel.
3.6.1	The company shall have a documented supplier approval procedure and continual assessment programme in place, based on risk assessment.	Y	Is covered by a specific procedure ("Inköp och leverantörsutvärdering; 22/6/2009).
3.6.2	These procedures shall include clear criteria for ongoing assessment and standards of performance required. Ongoing assessment may take the form of monitoring performance through the following, although this is not an exhaustive list: <ul style="list-style-type: none"> • in-house checks • certificates of analysis • supplier audit as appropriate. Records of this monitoring shall be retained.	Y	Is covered by a specific procedure ("Inköp och leverantörsutvärdering; 22/6/2009). Records were checked for suppliers of different raw materials (cranberries, walnuts, buckwheat) and primary packaging materials (laminated film, plastic bags).
3.6.3	The procedures shall define how exceptions are handled, e.g. the use of products or services where audit or monitoring has not been undertaken.	Y	Is covered by a specific procedure ("Inköp och leverantörsutvärdering; 22/6/2009).
3.6.4	The company shall review the performance of new suppliers against defined criteria within a specified 'trial' period and thereafter at a specified frequency to decide the level of ongoing supplier performance monitoring.	Y	Is covered by a specific procedure ("Inköp och leverantörsutvärdering; 22/6/2009) under Exceptions.

3.7 General Documentation Requirements

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3.7.1 Documentation Control			
3.7.1 Statement of Intent	The company's senior management shall ensure that all documents, records and data critical to the management of product safety, legality and quality are in place and effectively controlled.	Y	The company has a routine system for document control with forms to be used. A specific procedure exist for document control (2.2.1; 13/3/2009).
3.7.1.1	All documents in use shall be properly authorised and be the correct version.	Y	All documents checked were of the correct version and properly controlled.
3.7.1.2	Documents shall be clearly legible, unambiguous, in appropriate languages and sufficiently detailed to enable their correct application by appropriate staff. They shall be readily accessible to relevant staff at all times.	Y	All documents are readily available to relevant staff. All documents seen were appropriate, legible and sufficiently detailed.
3.7.1.3	The reason for any changes or amendments to documents critical to product safety, legality or quality systems and procedures shall be recorded.	Y	Reasons for change of documents in the Quality manual are recorded in the document register.
3.7.1.4	A procedure shall be in place to ensure obsolete documentation is rescinded, and where necessary replaced with a revised version.	Y	Documented in the specific procedure exist for document control.
3.7.2 Specifications			
3.7.2 Statement of Intent	The company shall ensure that specifications exist for raw materials including packaging, intermediate/semi-processed and finished products (where relevant), and any product or service which could affect the integrity of the finished product.	Y	Specifications exist for raw materials ingredients, final products

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3.7.2.1	Specifications shall be adequate and accurate and shall ensure compliance with relevant safety and legislative requirements.	Y	Criteria in specifications cover relevant microbiological and chemical parameters incl GNO, non-irradiation, sulphite concentration and mycotoxins
3.7.2.2	Manufacturing instructions shall comply with recipes as detailed in agreed customer specifications and shall be implemented.	Y	Raw materials are regulated in product specifications. The product is not regularly changed during handling in the Risenta factory. Exceptions are Musliblandning where a recipe is used. This mixes are mainly for self service units in retail shops.
3.7.2.3	The company shall seek formal agreement of specifications with relevant parties. Where specifications are not formally agreed then the company shall be able to demonstrate that they have taken steps to ensure formal agreement is in place.	Y	Yes, this was proved by mail correspondence between suppliers and Risenta.
3.7.2.4	There shall be a documented procedure for the amendment and approval of specifications for all parts of the process including regular reviews to ensure adequacy and status.	Y	Specifications are updated minimum every second year by Quality Manager.
3.7.2.5	Specifications and/or their contents shall be accessible to relevant staff.	Y	An Excel database exist for all accepted seopcifications
3.7.3 Record Completion and Maintenance			
3.7.3	The company shall maintain genuine records to demonstrate the effective control of product safety, legality and quality.	Y	Comprehensive records are maintained to demonstrate product control.
3.7.3.1	The records shall be legible, genuine, appropriately authorised and retained in good condition for an appropriate defined time period.	Y	All records checked were legible and appeared to be genuine. The period of retention of records (minimum 4 years) is defined in the quality manual.
3.7.3.2	Any alterations to records shall be authorised and justification for alteration shall be recorded.	Y	No alterations were noted for the records checked during the audit.

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3.7.3.3	The company's senior management shall ensure that procedures are operated for the collation, review, maintenance, storage and retrieval of all records relating to product safety, legality and quality.	Y	There are well implemented procedures for this.
3.7.3.4	The period of retention for records shall relate to shelf life of the product and take into account, where it is specified on the label, the possibility that shelf life may be extended by the consumer, e.g. freezing.	Y	All production records are stored minimum 4 years according to the specific procedure for document control.
3.7.3.5	Any legal and customer specific requirements relevant to record retention shall be taken into account.	Y	No such demands exist
3.8 Corrective and Preventive Action			
3.8 FUNDAMENTAL Statement of Intent	The company's senior management shall ensure that procedures exist to record, investigate, analyse and correct the cause of non-conformity against standards, specifications and procedures which are critical to product safety, legality and quality.	Y	Is regulated by a specific procedure ("Avvikelser och korrigerande åtgärder 26/5/2009).
3.8.1	Corrective actions shall be accurately documented, assigning responsibility and accountability.	Y	Internal non conformities can be recorded by all staff. Responsibility for corrective actions as well as verification is recorded in the corrective action report
3.8.2	Corrective actions shall be undertaken as soon as possible to prevent further occurrence of non-conformity.	Y	In all cases checked during the audit corrective actions had been conducted in a quick and efficient way.

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3.8.3	Any corrective action plan relating to food safety, legality or quality shall only be agreed by personnel who have a defined responsibility and accountability for these areas of control.	Y	The corrective actions and their verifying is documented in non-conformance sheets.
3.8.4	The completion of corrective actions shall be monitored and recorded to ensure their effectiveness and completion within an appropriate timescale.	Y	All non-conformities are logged in Excel-file. For 2009 approx 160 issues have been identified. Most common causes are allergens (from internal verifying of cleaning)
3.9 Traceability			
3.9 FUNDAMENTAL Statement of Intent	The company shall have a system to identify and trace product lots and follow this through all raw materials (including primary and any other relevant packaging materials and processing aids), all stages of processing and the distribution of the finished product to the customer in a timely manner.	Y	The company has a well established and tested traceability system that is working both up streams and down streams including ingredients and primary packaging materials.
3.9.1	Identification of raw materials including primary and any other relevant packaging and processing aids, intermediate/semi-processed products, part-used materials, finished products and materials pending investigation, shall be adequate to ensure traceability.	Y	A successful traceability test was conducted from Dinkelflingor 250 g (art no 121920) produced 17 June 2009. Traceability was shown backwards using the batch code 7614 to receiving raw materials used (i.e. two deliveries 2/6 and 9/6 2009 consisting of 6860 kg from supplier 2036 Lantmännen Mills AB Malmö Sweden). Primary packaging film used was purchased from Flexopac. The product had been sold to 140 customers. Mass balance could be calculated with waste of 1.2 %.

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3.9.2	The company shall test the traceability system to ensure traceability can be determined from raw material to finished product and vice versa and include quantity check/mass balance (refer to glossary). This shall occur at a predetermined frequency and results shall be retained for inspection. The test shall take place at least annually.	Y	The system is tested annually in a specific test plus in conjunction with internal audits. Traceability was tested in 24/6/2009 when also the company procedures for withdrawal was tested. Massbalance was calculated and found to be appropriate.
3.9.3	Where there is a requirement to ensure identity preservation within the supply chain, e.g. to use a logo or to make a claim to a product characteristic or attribute, appropriate controls and testing procedures shall be in place.	Y	The site produces organic products according to the Swedish standard KRAV, which is certified by third party certification body Aranea.
3.9.4	Where rework or any reworking operation is performed, traceability shall be maintained. In addition, the company must be able to demonstrate that this does not affect the safety or legal status of the finished product, e.g. ingredient declaration, allergy information or identity preservation.	Y	Rework is only done in conjunction with packing and reworked product always goes back within the same batch.
3.10 Complaint Handling			
3.10 Statement of Intent	The company shall have a system for the effective capture, recording and management of product complaints.	Y	The procedures occurs in "reklamationer från kund och returhantering" 20/2/2009.
3.10.1	All complaints shall be recorded, investigated and the results of the investigation recorded.	Y	All complaints from customers are logged in an Excel file. Consumer queries are logged separately.

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3.10.2	Actions appropriate to the seriousness and frequency of the problems identified shall be carried out promptly and effectively by appropriately trained staff.	Y	All complaints are investigated and logged in the Excel file.
3.10.3	Complaint data shall be analysed and used to implement ongoing improvements to product safety, legality and quality, and to avoid recurrence. This analysis shall be made available to relevant staff.	Y	Quality manager summarizes the complaints every month for management meetings and HACCP-team meetings.
3.11 Management of Incidents, Product Withdrawal and Product Recall			
3.11 Statement of Intent	The company shall have a plan and system in place to effectively manage incidents including product withdrawal and recall procedures.	Y	The company operates procedures for recalls and withdrawal that are described in the Quality manual.
3.11.1	The company shall have procedures designed to effectively manage incidents and potential emergency situations that impact food safety, legality or quality and have effective product withdrawal and product recall procedures in place. This may include consideration and contingency planning for business continuity and product withdrawal or recall in the event of the following, although this is not an exhaustive list: <ul style="list-style-type: none"> • disruption to key services such as water, energy, transport, staff availability and communications • events such as fire, flood or natural disaster • malicious contamination or sabotage. 	Y	This is partly covered by the current procedure for withdrawal and recalls. Fire exercises have been done several times per year.

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3.11.2	The company shall provide written guidance to relevant staff regarding the type of event that would constitute an incident or emergency situation that impacts food safety, legality or quality and a documented reporting procedure shall be in place.	Y	This is well detailed in the procedure for withdrawal and recalls.
3.11.3	<p>An incident management procedure shall be documented, implemented and maintained. This shall include as a minimum:</p> <ul style="list-style-type: none"> • identification of key personnel constituting the incident management team with clearly identified responsibilities • an up-to-date list of key contacts, e.g. incident management team, emergency services, suppliers, customers, certification body, regulatory authority • a communication plan including the provision of information to customers, consumers and regulatory authorities in a timely manner • details of external agencies providing advice and support as necessary, e.g. specialist laboratories, regulatory authority and legal expertise • product withdrawal and/or recall procedures • corrective action and business recovery. 	Y	This procedure is called Larm och återkallelse av produkt 9/6/2009. Contact details are present in a list from 7/10/2009.

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3.11.4	The procedures relating to incident reporting, product withdrawal and product recall shall be appropriate, formalised and capable of being operated at any time, and will take into account stock reconciliation, logistics, recovery, storage and disposal. The procedures shall be regularly reviewed and, if necessary, revised.	Y	The procedure has been reviewed internally 26/05/2009.
3.11.5	The product recall and withdrawal procedures shall be regularly tested, at least annually, in a way that ensures their effective operation. Results of the test shall be retained and shall include timings of key activities.	Y	The procedure was tested in a realistic way 24/6/2009 when also the company procedures for traceability was tested. Customers were not contacted to send back products but everything was prepraed for starting this.
3.11.6	The company's senior management shall ensure that results of this test shall be used to implement improvements as necessary.	Y	Preventative actions were identified from the latest test by senior management, documented as summary of the test.
3.11.7	In the event of a product recall, the certification body issuing the current certificate for the site against the Global Standard for Food Safety and the appropriate authority shall be informed in a timely manner.	Y	Since Risenta is not (yet) certified there are no contact details for SAI Global
4.0 SITE STANDARDS			
4.1 External Standards			
4.1 Statement of Intent	The site shall be of suitable size, location, construction and design to facilitate maintenance, prevent contamination and enable the production of safe and legal finished products.	Y	The site is located in a well organised industrial area in Rotebro in the northern part of Stockholm area.

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4.1.1	Consideration shall be given to local activities and the site environment, which may have an adverse impact on finished product integrity, and measures shall be taken to prevent contamination. Where measures have been put into place to protect the site from any potential contaminants, they shall be regularly reviewed to ensure they continue to be effective, e.g. dust or odour control.	Y	There are no adverse local activities in the immediate vicinity of the factory.
4.1.2	The external areas shall be maintained in good order. Where buildings are surrounded by grassed or planted areas, they shall be regularly tended and well maintained. The condition of the site shall be included within the internal audit process.	Y	All external areas are finished and maintained to an appropriate standard and are minimally planted.
4.1.3	Where natural drainage is inadequate, external drainage shall be installed.	Y	External drainage is installed where needed.
4.1.4	External traffic routes, under site control, shall be suitably surfaced and maintained in good repair to avoid contamination of the product.	Y	The grounds and traffic routes around the site are designed and well-maintained.
4.1.5	The building fabric shall be maintained to minimise potential for product contamination, e.g. pipe work shall be appropriately sealed to prevent pest entry, ingress of water and other contaminants.	Y	Buidings are generally well maintained and checked regularly during inspections.
4.2 Security			
4.2 Statement of Intent	Security shall be maintained to prevent access of unauthorised persons to production and storage areas.	Y	There is a functioning system for maintaining site security.

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4.2.1	Access to the site by employees, contractors and visitors shall be controlled and a visitor reporting system shall be in place.	Y	Access to the site is only possible via the office or calling the storage staff via external bell. All doors to production or storage areas are locked and accessible via code.
4.2.2	Staff shall be trained in site security procedures and encouraged to challenge unidentified or unknown visitors.	Y	Staff information has been held during autumn 2009 in safety and emergency issues.
4.2.3	Measures shall be in place to maintain site security and to ensure only authorised staff have access to production and storage areas via designated access points. Areas shall be assessed according to risk; sensitive or restricted areas shall be defined, clearly marked, monitored and controlled.	Y	Relevant security measures have been developed and seem to be implemented. Only authorized staff can entry production and storage areas via keys.
4.2.4	Based on risk assessment, procedures shall be in place to ensure the secure storage of all materials including ingredients, packaging, chemicals and equipment.	Y	There is no documented risk assessment being made as the basis for the site's security system including cold store but existing measures are addressing the relevant risks.
4.2.5	Procedures shall be in place to ensure that finished product is held under secure storage and transportation conditions, e.g. tamper evident packing, contractual handling agreements.	Y	Storage areas and cold store is locked
4.2.6	Where required by legislation, the site shall be registered with, or approved by, the appropriate authority.	N/A	The site is not covered by such an requirement.

4.3 Internal Site Standards

4.3.1 Layout, Product Flow and Segregation

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4.3.1 FUNDAMENTAL Statement of Intent	Premises and plant shall be designed, constructed and maintained. Procedures shall be in place to control the risk of product contamination and to comply with all relevant legislation.	Y	Premises and plant are designed, constructed and maintained and procedures are in place to control the risk of product contamination and to comply with all the relevant legislation.
4.3.1.1	The process flow from intake to dispatch shall be arranged to minimise the risk of product contamination.	Y	Product flow is logical and is arranged to minimise the risk of product contamination.
4.3.1.2	Physical barriers or demonstrably effective procedures shall be in place to minimise the risk of the contamination of raw materials, intermediate/semi-processed products, packaging and finished products with particular consideration given to handling requirements for specific materials (refer to clause 5.2).	Y	The site has three colour coded hygiene zones. Green zone is reception and despatch area for packed goods, Yellow covers the rest of the storage area and Red zone is packing of naked product in packaging store and production/packing areas.
4.3.1.3	Segregation shall take into account the flow of product, nature of materials, equipment, personnel, waste, airflow, air quality and utilities provision.	Y	The segregation between operations is appropriate for the type of operation.
4.3.1.4	Based on risk assessment, the cleaning of production utensils shall be carried out in segregated areas or at specific time periods separated from the production process.	Y	Cleaning of production utensils is carried out in a segregated and designed washing room.
4.3.1.5	Premises shall allow sufficient working space and storage capacity to enable all operations to be carried out properly under safe hygienic conditions.	Y	Sufficient space were noted for the operations being conducted.

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4.3.1.6	Cleaning and inspection of areas and equipment shall be aided by the avoidance of obstructions and where appropriate the provision of adequate space.	Y	All process equipment is available for inspection and cleaning.
4.3.1.7	Temporary structures constructed during building work or refurbishment, etc., shall be designed and located to avoid pest harbourage and potential contamination of products.	Y	No temporary structures were observed during this audit.
4.3.1.8	The location of all transfer points shall not compromise high-risk and low-risk segregation and practices shall be in place to minimise risk of product contamination, e.g. disinfection.	Y	Transfer points are designed to be appropriate for this type of production.
4.3.1.9	Where high-risk products (refer to glossary) are manufactured, there shall be physical segregation between processing and finished product handling areas. This high risk area shall be fabricated and designed to a high standard of hygiene, and practices shall be in place to control ingredients, equipment, packaging, environment and personnel to prevent product contamination.	N/A	The site has no such production.
4.3.1.10	In high-care areas (refer to glossary) where there is a significant risk of contamination of chilled ready to eat/heat products by pathogenic micro-organisms, the processing or handling of food in these areas shall be appropriate to minimise product contamination by such micro-organisms.	Y	Different hygiene zones have different protective clothing, as described in "Zonindelning nmed klädregler 5/10/2009.

4.3.2 Building Fabric – Raw Material Handling, Preparation, Processing, Packing and Storage Areas

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4.3.2 Statement of Intent	The fabrication of the site, buildings and facilities shall be suitable for the intended purpose.	Y	The fabrication of the site, buildings and facilities is suitable for the intended purpose.
4.3.2.1 Walls			
4.3.2.1.1	Walls shall be designed, constructed, finished and maintained to prevent the accumulation of dirt, minimise condensation and mould growth, and facilitate cleaning.	Y	Walls are satisfactory and of sound, hygienic construction.
4.3.2.2 Floors			
4.3.2.2.1	Floors shall be designed to meet the demands of the process, and withstand cleaning materials and methods. They shall be impervious and maintained in good repair.	Y	Floors are in satisfactory condition, being impervious and able to meet demands of the process. Cracks in the floor of the storage area have been identified in hygiene inspections.
4.3.2.2.2	Drainage, including drains from laboratories, where provided, shall be sited, designed and maintained to minimise risk of product contamination and not compromise product safety. Machinery and piping shall be arranged so that, wherever feasible, process waste water goes directly to drain.	Y	Drainage is of satisfactory design. There is no laboratory on site.
4.3.2.2.3	Where significant amounts of water are used, or direct piping to drain is not feasible, floors shall have adequate falls to cope with the flow of any water or effluent towards suitable drainage.	N/A	Cleaning is mainly done by dry cleaning and no excessive water is used in production.
4.3.2.3 Ceilings/Overheads			

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4.3.2.3.1	Ceilings and overheads shall be designed, constructed, finished and maintained to prevent the accumulation of dirt, minimise condensation and mould growth, and facilitate cleaning.	Y	Ceilings are of good design and of satisfactory condition. In the high risk area ceilings are cleaned and disinfected every day.
4.3.2.3.2	Where suspended ceilings are used, adequate access to the void shall be provided to facilitate cleaning, maintenance of utilities and inspection for pest activity.	Y	There is suitable access to the void above the false ceilings.
4.3.2.4 Windows			
4.3.2.4.1	Where there is a risk to product, windows and roof glazing which are designed to be opened for ventilation purposes shall be adequately screened to prevent the ingress of pests.	Y	There are no externally opening windows in production and storage areas.
4.3.2.4.2	Where they pose a risk to product, glass windows shall be protected against breakage.	Y	Glass windows are covered with plastic laminate.
4.3.2.5 Doors			
4.3.2.5.1	Where external doors to raw material handling, preparation, processing, packing and storage areas are opened, suitable precautions shall be taken to prevent pest ingress. Doors and dock levellers in these areas shall be close fitting or adequately proofed.	Y	External doors and dock levellers are satisfactory and suitably proofed.
4.3.2.5.2	Doors shall be in good condition and easy to clean, where required.	Y	Doors are generally in good condition and no issues were noted.
4.3.2.6 Lighting			

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4.3.2.6.1	Suitable and sufficient lighting shall be provided for a safe working environment, correct operation of processes, inspection of product, and effective cleaning.	Y	Lighting throughout the factory is adequate.
4.3.2.6.2	Where they constitute a risk to product, bulbs and strip lights, including those on electric fly-killer devices, shall be adequately protected. Where full protection cannot be provided, alternative management such as wire mesh screens or monitoring procedures shall be in place.	Y	All lights and EFK tubes are suitably protected against breakage. No issues were observed.
4.3.2.7 Air Conditioning/Ventilation			
4.3.2.7.1	Adequate ventilation and extraction shall be provided in product storage and processing environments to prevent condensation or excessive dust.	Y	Ventilation and extraction throughout the site is generally satisfactory.
4.3.2.7.2	Where the process requires screened or filtered air, the equipment used for this purpose shall be easily accessible and adequately maintained.	Y	This is taken care of by the owner of this industrial building. This is logged on ventilation equipment. Risenta changes extra filters in production 3 times/year.
4.3.2.7.3	Where appropriate, positive air-pressure systems shall be in place.	N/A	Not relevant for this type of production.
4.4 Utilities			
4.4 Statement of Intent	All utilities to and within the production and storage areas shall be designed, constructed, maintained and monitored to control the risk of product contamination.	Y	All water used is municipal from Rotebro community

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4.4.1	All water used as a raw material in the manufacture of processed food, the preparation of product, or for equipment or plant cleaning shall be supplied in sufficient quantity, be potable or pose no risk of contamination according to applicable legislation, either being drawn from mains supply or suitably treated according to its source.	Y	Water sample has been taken during 2009
4.4.2	Based on risk assessment, the microbiological and chemical quality of water, steam, ice, air, compressed air or other gases that does not constitute an ingredient but comes in direct contact with food or packaging shall be regularly monitored. It shall present no risk to product safety or quality and comply with relevant legal regulations.	Y	No water is used in production. Only for cleaning purposes therefore only one sample is taken annually.
4.5 Equipment			
4.5 Statement of Intent	Equipment shall be suitably designed for the intended purpose and shall be used to minimise the risk of contamination of product.	Y	Equipment is of suitable design for the process and used correctly so as to minimise risk of contamination.
4.5.1	All equipment shall be properly specified before purchase, constructed of appropriate materials, be of a suitable design to ensure it can be effectively cleaned, and shall be tested and commissioned prior to use.	Y	This is regulated in Rutin for service och underhåll.

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4.5.2	Equipment shall be positioned to give access under, inside and around it for ease of cleaning, inspection and servicing, or where permanently sited shall be properly secured and sealed to the floor.	Y	Portable equipment is positioned so as to give access for cleaning. All permanently sited equipment is sealed to the floor.
4.5.3	Certificates of conformity or other evidence shall be available for equipment in direct contact with food to confirm its suitability for use, e.g. conveyor belts.	Y	All production equipment in use with products are in Stainless steel. No plastic conveyors are used.
4.6 Maintenance			
4.6 Statement of Intent	A documented system of planned maintenance shall be in place, covering all items of equipment and plant which are critical to product safety, legality and quality.	Y	The company procedures are described in Rutin for service och underhåll v 3 22/6/2009. The procedure includes purchase of new equipment and external and internal maintenance work. A list of planned maintenance is kept when internal or external checks are recorded
4.6.1	Equipment, including fixtures and fittings, shall be maintained to minimise the risk of product contamination.	Y	No issues were noted during inspection.
4.6.2	When commissioning new equipment and plant, a maintenance programme shall be established and put into place based on risk assessment.	Y	This is included in "Rutin for service och underhåll" v 3 22/6/2009
4.6.3	The company shall ensure that the safety or legality of product is not jeopardised during maintenance and cleaning operations.	Y	Maintenance work shall be done out of production time and followed by cleaning. This is stipulated in Rutin for service och underhåll

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4.6.4	In addition to any planned maintenance programme, where there is a risk of product contamination by foreign bodies arising from equipment failure, the equipment shall be inspected at predetermined intervals, inspection results documented and appropriate action taken.	Y	Twice annually maintenance inspections are conducted
4.6.5	Where temporary repairs are made, these shall be controlled to ensure the safety or legality of product is not jeopardised. These temporary measures shall be permanently repaired as soon as practicable and within a defined timescale.	Y	No issues were noted during this audit.
4.6.6	Contractors involved in maintenance or repair activities shall be under the supervision of a nominated person.	Y	This is regulated in Rutin för Inköp och leverantörsutvärdering.
4.6.7	Maintenance work shall be followed by a documented hygiene clearance procedure, which records that product contamination hazards have been removed from machinery and equipment. On completion of any maintenance work, machinery and equipment shall be clean and free from contamination hazards.	N	<u>Minor</u> : No release procedure and records are in place after maintenance work in production which could affect food safety.
4.6.8	Materials used for equipment and plant maintenance and that pose a risk by direct or indirect contact with raw materials, intermediate and finished products, such as lubricating oil and paints, shall be suitable for the intended use.	Y	Lubricants in use are food grade approved. Checked for Cargo White grease.
4.6.9	Engineering workshops shall be controlled to prevent contamination risks to the product, e.g. provision of swarf mats where workshops open directly into production areas.	N	<u>Minor</u> : No measures are in place for minimising risk for contamination of production areas from engineering workshop.

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4.7 Staff Facilities			
4.7	Statement of Intent		
	Staff facilities shall be sufficient to accommodate the required number of personnel, and shall be designed and operated to minimise the risk of product contamination. Such facilities shall be maintained in good and clean condition.	Y	Staff facilities are sufficient and designed and operated so as to minimise the risk of product contamination.
4.7.1	Designated changing facilities shall be provided for all personnel, whether staff, visitor or contractor. These shall be sited to allow direct access to the production, packing or storage areas without recourse to any external area. Where this is not possible, a risk assessment shall be carried out and procedures implemented accordingly, e.g. the provision of cleaning facilities for footwear.	Y	Changing rooms are well designed and placed in the same building as production which means that staff do both have to walk outside on their way to work.
4.7.2	Storage facilities of sufficient size to accommodate all reasonable personal items shall be provided for all personnel who work in raw material handling, processing, preparation, packing and storage areas.	Y	Personal items are kept in security lockers in the changing area.
4.7.3	Outdoor clothing and other personal items shall be stored separately from work wear within the changing facilities.	Y	Outdoor clothing is left directly after entrance to changing area.

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4.7.4	<p>Suitable and sufficient hand-washing facilities shall be provided at access to, and at other appropriate points within, production areas. Such hand-wash facilities shall provide as a minimum:</p> <ul style="list-style-type: none"> • sufficient quantity of water at an appropriate temperature • liquid soap • single use towels or suitably designed and located air driers • appropriate instructions for use (including consideration of appropriate language). <p>Where high-risk products (refer to glossary) are handled, the following additional requirements shall be provided:</p> <ul style="list-style-type: none"> • water taps with hand-free operation • hand disinfection. 	Y	<p>Suitable hand washing facilities with hand free operation are located at entrance to high and low risk areas. All hand wash facilities are equipped with hand disinfection and disposable gloves.</p>
4.7.5	<p>Toilets shall be adequately segregated and shall not open directly into storage, processing or production areas. Toilets shall be provided with hand washing facilities comprising:</p> <ul style="list-style-type: none"> • basins with soap and water at a suitable temperature • adequate hand-drying facilities • advisory signs to prompt hand washing (including consideration of appropriate language). <p>Where hand-washing facilities within toilets are the only ones provided before re-entering production, then the requirements of 4.7.4 shall apply.</p>	Y	<p>Toilets are only located out of food handling areas and are well segregated from production and storage areas.</p>

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4.7.6	Designated controlled smoking areas shall be isolated from production areas to an extent that ensures smoke cannot reach the product. Where smoking is allowed under national law, sufficient extraction to the exterior of the building shall be ensured. Adequate arrangements for dealing with smokers' waste shall be provided at smoking facilities, both inside and at exterior locations. Facilities shall be available, with adequate reminders, for hand washing after smoking.	Y	Smoking is only allowed outside.
4.7.7	All food brought into manufacturing premises by staff shall be appropriately stored in a clean and hygienic state. No food shall be taken into storage, processing or production areas.	Y	All food brought can be adequately stored in the canteen area.
4.7.8	Where catering facilities are provided, they shall be suitably controlled to prevent contamination of product.	Y	There are no catering facilities on site.
4.7.9	Where eating of food is allowed outside during breaks, this shall be in suitable designated areas with appropriate control of waste.	Y	No eating is allowed outside the factory.
4.7.10	Facilities for visitors and contractors shall be such as to enable compliance with the company's hygiene policy.	Y	Visitors and contractors follow the same procedures as production staff.
4.7.11	Where an operation involving high-risk products (refer to glossary) exists, personnel shall enter via a specially designated changing facility, and shall follow specified procedures for applying visually distinctive clean overalls, headwear and footwear.	N/A	The site has no high risk products/areas.

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4.8 Chemical and Physical Product Contamination Control, Raw Material Handling, Preparation, Processing, Packing and Storage Areas			
4.8	Appropriate facilities and procedures shall be in place to control the risk of chemical or physical contamination of product.	Y	Generally there are good procedures are in place to control this types of contamination.
4.8.1	Based on risk assessment, the company shall identify, control and manage any potential risks from chemical, physical or taint contamination. This may include risks associated with the following, although this is not an exhaustive list: <ul style="list-style-type: none"> • storage • production operation or processes or machinery • any maintenance or building work carried out • hygiene and cleaning operations. These shall be verified through regular site audits carried out at a frequency determined by risk assessment.	Y	All relevant hazards are listed in the general hazard analysis for raw materials and ingredients.
4.8.2 Chemical Control			

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4.8.2.1	<p>A chemical control procedure shall be in place which manages the use, storage and handling of non-food chemicals. This shall include as a minimum:</p> <ul style="list-style-type: none"> • approved purchase • availability of material safety data sheets and specifications • where appropriate, confirmed suitability for food use • avoidance of strong scented products • identification of chemicals at all times • segregated and secure storage with restricted access to authorised personnel • use by trained personnel only. 	Y	<p>Cleaning chemicals and lubricants used are followed by product safety data sheets. Checked for Topmaxx 421, Cargo Oil</p>
4.8.3 Metal Control			
4.8.3.1	<p>There shall be a documented policy for the control of the use of sharp metal implements including knives, cutting blades on equipment, needles and wires. This shall include suitable controls both into and out of the factory, and safe disposal.</p>	N	<p>Blue knives are used for opening of sacks etc that can come in contact with product. <u>Minor:</u> No documented knife policy is in place. A broken blue knife for direct contact with food was observed in packing area.</p>
4.8.3.2	<p>Snap-off blade knives shall not be used.</p>	Y	<p>These knives are not in use. No issues were noted.</p>
4.8.3.3	<p>Non-production blades, equipment and tools shall not be left in a position that allows them to contaminate the product.</p>	Y	<p>No issues were seen during this audit</p>

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4.8.3.4	Where staples or other items are used which are likely to cause contamination in packaging, appropriate precautions shall be taken to minimise the risk of product contamination.	Y	Staples are used for manual packing but possess no specific contamination risk.
4.8.4 Glass, Brittle and Hard Plastic, Ceramics and Similar Materials			
4.8.4.1	In areas where a risk assessment has identified a potential for product contamination from glass, the presence of glass shall be excluded. Where this cannot be avoided, but the risk is managed, glass shall be protected against breakage.	Y	No glass are used in production facilities
4.8.4.2	Documented procedures for handling glass, brittle or hard plastic, ceramic or other similar materials shall be in place and implemented to ensure that necessary precautions are taken. Procedures shall include as a minimum: <ul style="list-style-type: none"> • list of items detailing location, number, type and condition • recorded checks of condition of items carried out at a specified frequency based on risk assessment • details on cleaning or replacing items to minimise potential for product contamination. 	N	<u>Minor</u> : No regular inspections/checks are conducted to check items of hard plastic. Filling equipment for Line 4 has broken plastic frame which was temporarily repaired by plastic tape. Maintenance checks are conducted twice per year.

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4.8.4.3	<p>Based on risk assessment, documented procedures detailing the action to be taken in case of breakage of glass, brittle or hard plastic, which includes glass packaging and similar material, shall be implemented and include the following:</p> <ul style="list-style-type: none"> • quarantining the products and production area that were potentially affected • cleaning the production area • inspecting the production area and authorising to continue production • changing of work wear and inspection of footwear • specifying those staff authorised to carry out the above points • recording the breakage incident. 	Y	<p>The company has adocumented glass policy in case of breakage (23/4/2009) whicj follows the requirements of 4.8.4.3</p>
4.8.5 Wood			
4.8.5.1	<p>In areas where a risk assessment has identified the potential for product contamination from wood, the use of wood shall be excluded. Where the use of wood cannot be avoided, and the risk is managed, the condition of wood shall be regularly checked to ensure it is in good condition and clean.</p>	Y	<p>Clean wooden pallets are allowed in the whole site but in practice there are no significant risk for product contamination according to recorded customer complaints. All wooden pallets are checked at arrival.</p>
4.8.6 Other			

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4.8.6.1	Filters, sieves and magnets used for foreign body control shall be regularly inspected and properly maintained. Such activities shall be recorded and investigated.	Y	Metal detectors for lines 1 and 2 are used as extra checks for incoming goods as filters, magnets etc. When filling products in sacks manual checking of grids are done.
4.8.6.2	Based on risk assessment, procedures shall be implemented to minimise foreign body contamination of packaging during filling operations, e.g. covered conveyors, container inversion and foreign body removal through rinsing or air jets.	Y	Checks are done with sacked goods and during packing operations.
4.9 Housekeeping and Hygiene			
4.9 FUNDAMENTAL Statement of Intent	Housekeeping and cleaning systems shall be in place which ensure appropriate standards of hygiene are maintained at all times and the risk of contamination is minimised.	Y	Cleaning of process equipment and facilities (weekly) conducted by contracted company PIMA AB according to a plan from August 2008.
4.9.1	Documented cleaning procedures shall be in place and maintained for the building, utilities, plant and all equipment. Cleaning procedures shall include the following information as a minimum: <ul style="list-style-type: none"> responsibility for cleaning item/area to be cleaned frequency of cleaning method of cleaning cleaning materials to be used cleaning records and responsibility for verification. 	Y	Staff conducts cleaning when changing product (3/9/2009), allergen cleaning (4.4.2) and before packing of organic products (4.3.2b KRAV). Procedures seem to be sufficiently detailed. Staff sign packaging report as evidence of conducted cleaning. Cleaning of ceilings and walls is done annually.

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4.9.2	Cleaning-in-place (CIP) facilities shall be monitored and maintained to ensure effective operation. Consideration shall be given to frequency, cycle time, temperature, chemical concentration and spray ball location and coverage. CIP shall have adequate separation from active product lines.	N/A	There is no equipment that needs CIP cleaning in this site.
4.9.3	Cleaning and housekeeping shall be carried out by trained personnel in accordance with documented procedures and records shall be maintained.	Y	External contractors could provide training certificates and signed health declarations for all staff.
4.9.4	Cleaning chemicals and equipment shall be: <ul style="list-style-type: none"> • fit for purpose • suitably identified for intended use, e.g. colour coded or labelled • stored in a hygienic manner to prevent contamination. 	Y	Cleaning chemicals in use have appropriate safety data sheets
4.9.5	The effectiveness of the cleaning and disinfection procedures shall be verified and recorded. Corrective actions shall be documented.	Y	Effectiveness of cleaning is recorded daily on packaging reports and signed by responsible operator.
4.9.6	Cleaning and disinfection procedures shall be revalidated following building or maintenance work, new product introduction or changes to equipment.	N/A	No disinfection procedures are reöevant for this type of production.
4.10 Waste/Waste Disposal			
4.10 Statement of Intent	There shall be adequate systems for the collection, collation and disposal of waste material.	Y	Systems for the collection and collation of waste are efficient.

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4.10.1	Systems shall be in place to avoid the accumulation of waste in production areas, and shall prevent the use of unfit materials.	Y	Waste is removed from production areas regularly by the staff. Internal waste containers are clearly identified to prevent the accidental use of unfit materials.
4.10.2	Where appropriate, waste shall be categorised according to legislative requirements based on the intended means of disposal, segregated and collected in appropriate designated waste containers.	Y	All waste is disposed in an external compactor (burnable).
4.10.3	Waste disposal shall meet legislative requirements. Where licensing is in operation for disposal of categorised waste, it shall be removed by licensed contractors and records of disposal shall be maintained and available for audit.	Y	Waste disposal meets legislative requirements. Waste is removed by licensed contractors (Wiklunds akeri) and Rotebro kommun.
4.10.4	External waste collection containers and rooms housing waste facilities shall be managed to minimise risk. These shall be: <ul style="list-style-type: none"> • clearly identified • designed for ease of use and effective cleaning • well maintained to allow cleaning and where required, disinfection • emptied at appropriate frequencies • covered or doors kept closed as appropriate. 	Y	The external waste collection compactor/containers is well managed and covered. The surrounding area kept clean and free from spillage.
4.10.5	If substandard trademarked materials are transferred to a third party for destruction or disposal, that third party shall be a specialist in secure product or waste disposal and shall provide records of material destruction or disposal.	Y	Down graded products can be disposed as waste or feed (which is collected by a swine farm). If pathogens are identified the actual batch the disposal is recorded in the corrective action report. This is under the responsibility of relevant authorities. Last incident was 2007 when salmonella was identified in. This is regulated in 2.1.3 I procedure fr "Iarm och återkallelse" 9/6/2009

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4.11 Pest Control			
4.11	The company shall be responsible for minimising the risk of pest infestation on the site.	Y	The company procedures for pest control is described in "Skadedjursbekämpning 3.6.1 (23/4/2009
4.11.1	A preventive pest control programme shall be maintained covering all areas of the site to minimise pest infestation.	Y	A contract is in place with Anticimex
4.11.2	The company shall either contract the services of a competent pest control organisation, or shall have appropriately trained staff, for the regular inspection and treatment of the site to deter and eradicate infestation. The frequency of inspections shall be determined by risk assessment and shall be documented. Where the services of a pest control contractor are employed, the service contract shall be clearly defined and reflect the activities of the site.	Y	A contract is in place with Anticimex with 4 inspections per year when baits and traps are checked and documented.
4.11.3	Written procedures and inspection documentation shall be maintained. This shall include as a minimum: <ul style="list-style-type: none"> • an up-to-date, signed and authorised site plan identifying numbered pest control device locations • identification of the baits and/or monitoring devices on site • clearly defined responsibilities for site management and the contractor • details of pest control products used and instructions for their effective use. 	Y	A site plan is in place in the pest control file from June 2005. Pesticides in use are recorded in the file with reg nr and safety data sheets

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4.11.4	Bait stations shall be robust, of tamper resistant construction, secured in place and appropriately located to prevent contamination risk to product.	Y	Outside bait stations were properly secured and tamper resistant
4.11.5	Fly-killing devices and/or pheromone traps shall be correctly sited and operational. If there is a danger of insects being expelled from any extermination device and contaminating the product, alternative systems and equipment shall be used.	Y	EFKs are in place in stairage area near external doors. No ongoing issues were noted. Replacement of light bulbs are recorded
4.11.6	In the event of infestation, immediate action shall be taken to eliminate the hazard. Action shall be taken to identify, evaluate and authorise the release of any product potentially affected.	Y	No ongoing ssues or comments from Anticimex were observed in the existing pest contro file.
4.11.7	Detailed records of pest control inspections, recommendations and actions taken shall be maintained. It shall be the responsibility of the company to ensure all of the relevant recommendations made by their contractor or in-house expert are carried out and monitored. The completion of corrective action shall be demonstrated by documented evidence.	Y	Detailed records from Anticmex are inplace. In house checks are conducted everu 14 day of feromon traps (no 14) and when elevated numbers are found actions are taken and documented in corrective action report Checked one incident (0960) during 2009.
4.11.8	Results of pest control inspections shall be assessed and analysed for trends regularly, but as a minimum: <ul style="list-style-type: none"> • in the event of an infestation • annually. This shall include a catch analysis from trapping devices to identify problem areas. Any such problems shall be suitably rectified.	Y	The records from Anticmex inspections/checks are colour coded and used for trend analyses.

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4.12 Storage and Transport			
4.12	Statement of Intent		
	All facilities used for the storage and transportation of product, movement around the site, and dispatch of finished product shall be suitable for the purpose, maintained in good repair and in a hygienic condition.	Y	The storage areas for final products and raw materials are adequately controlled and kept in a hygienic condition.
4.12.1	<p>Procedures to maintain product safety and quality during storage, loading and transportation shall be developed on the basis of risk assessment and implemented accordingly. These may include as appropriate the following, although this is not an exhaustive list:</p> <ul style="list-style-type: none"> • controlling temperature • cleaning storage areas and vehicles • segregating to avoid cross contamination or taint uptake • storing materials off the floor and away from walls as appropriate • ensuring that vehicles such as bulk tankers are of hygienic design and designated for food use; putting in place procedures to prevent cross contamination from previous loads • vehicle pre-loading and unloading inspection • vehicle loading or unloading in covered bays • maintaining product security and preventing damage. 	Y	All received goods are well packed in minimum two layers. Final products are packed in three layers. Procedures are in place for minimising contamination of goods. Storage is kept away from floor and away from walls. The site has a segregated chilled store for certain raw materials and final products where the quality attributes are better when stored in temperatures between 2 C and 8C.

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4.12.2	Where temperature control is required, the storage area or transport facility shall be capable of maintaining product temperature within specification, under minimum and maximum load and under worst case ambient temperature. Storage areas shall be dry and well ventilated.	Y	Storage areas are dry and well ventilated. Equipment for dehumidification is installed in chilled store.
4.12.3	Where temperature control is required, documented procedures shall be in place to ensure product temperature requirements are met. This shall include temperature data-logging devices which can be interrogated to confirm time/temperature conditions or a system to verify and record at predetermined frequencies the correct operation of refrigeration equipment.	Y	Temperatures are monitored daily manually in chilled store.
4.12.4	Where storage outside is necessary, items shall be protected from contamination and deterioration.	N/A	There is no external storage of any goods or equipment.
4.12.5	Receipt documents and/or product identification shall facilitate correct stock rotation of goods in storage and ensure materials are used in the correct order and within the prescribed shelf life.	Y	FIFO is kept manually. No issues were noted during the evaluation.
4.12.6	Where the company employs third-party contractors, all the requirements specified in this section shall be clearly defined in the contract or the company shall be certificated to the Global Standard for Storage and Distribution .	N	No third party stores are in use. Contracts with external distribution companies exist. <u>Minor:</u> The agreements with third party hauliers do not include any relevant paragraph (s) from 4.12 in the 4.12 in BRC v5.
4.12.7	Traceability shall be ensured during storage and transportation. There shall be a clear record of dispatch and receipt of goods and materials demonstrating that sufficient checks have been completed during the transfer of goods.	Y	The traceability system includes storage and transportation.

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4.12.8	Documented maintenance and hygiene procedures shall be maintained for all vehicles and equipment used for loading/unloading (e.g. hoses of silo installations). There shall be records of the measures taken.	Y	All transport vehicles are checked by storage staff before delivery of goods and despatch of final products.
4.12.9	Procedures shall, where appropriate, be in place in the case of vehicle or refrigeration equipment breakdown. All incidents of vehicle or refrigeration equipment breakdown shall be recorded and corrective action documented.	N/A	No refrigerated transports is used.
5.0 PRODUCT CONTROL			
5.1 Product Design/Development			
5.1 Statement of Intent	Product design and development procedures shall be in place to ensure manufacturing processes are capable of producing a safe and legal product.	Y	The company rocedureses for new product development is dregulated in "Rutin produktutveckling" 2.6.1 v 3 22/672009.
5.1.1	A HACCP-based study shall be part of the product design and development process.	Y	This is documented in Rutin produktutveckling 2.6.1 and in an Excel file
5.1.2	Production trials shall be carried out and thorough testing shall validate that product formulation and manufacturing processes are capable of producing a safe and legal product against the proposed shelf life.	Y	This is documented in "Rutin produktutveckling" 2.6.1

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5.1.3	Shelf-life trials shall be undertaken using documented protocols reflecting conditions during storage and handling throughout shelf life. Results shall be recorded and retained and shall confirm compliance with relevant microbiological, chemical and organoleptic criteria.	Y	This is documented in "Rutin produktutveckling" 2.6.1
5.1.4	Where new products are introduced, the company shall ensure control of handling requirements for specific materials (refer to clause 5.2).	Y	This is documented in "Rutin produktutveckling" 2.6.1. A hazard analysis is being made for new raw materials
5.1.5	Procedures shall be in place to confirm that product packaging conforms to relevant food safety legislation and specification and is suitable for its intended use.	Y	Responsible is Quality anager and the data is based on existing product specifications from suppliers of ingredients.
5.1.6	The company's senior management shall ensure that a system is in place to confirm that labelling of the product or other forms of customer information meets legislation for the designated country of use and in accordance with the appropriate product specification.	Y	Quality manager checks this and records on Design underlag e.g for one new product 15(09/2009).
5.1.7	Where a product is designed to enable a claim to be made to satisfy a consumer group, e.g. a nutritional claim of reduced sugar, the company shall ensure that the product formulation and production process is fully validated to meet the stated claim.	Y	Claims exist fr organic status, Sär När (low levels of gluten)
5.1.8	The product design/development process shall be documented and effectively communicated throughout the organisation, to ensure that changes in formulation are adequately assessed for safety and legality.	Y	The application of "Rutin produktutveckling" 2.6.1 was checked for one on going project based on nuts

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5.2 Handling Requirements for Specific Materials – Materials Containing Allergens and Identity Preserved Materials			
5.2 FUNDAMENTAL Statement of Intent	Where raw materials and finished products require special procedures for handling specific materials (e.g. material containing allergens or the requirement for Identity Preserved status such as Genetically Modified Organisms, assured organic status or special designated origin) these shall be in place to ensure that product safety, legality and quality are maintained.	Y	Implemented procedures are in place to ensure that materials containing allergens and assured organic status are handled safely. No raw materials or ingredients containing GMOs are allowed.
5.2.1 Materials Containing Allergens			
5.2.1.1	The company shall carry out risk assessment of raw materials to establish the presence and likelihood of contamination by allergens (refer to glossary). This shall include approval of raw material specifications. The company shall implement systems to specify the integrity of the raw material and compliance with specification throughout the purchasing and supply chain.	Y	Risk assessment has been carried out to minimise contamination risks from allergens in certain raw materials and ingredients. The site handles the following allergens: Nuts, sesame seeds, gluten and soya.
5.2.1.2	The company shall identify and list allergen-containing materials handled on site. This shall include raw materials, intermediate and finished products.	Y	The site handles the following allergens: Nuts, sesame seeds, gluten and soya.

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5.2.1.3	<p>Risk assessment shall be carried out to identify routes of contamination and establish documented policies and procedures for handling raw materials, intermediate and finished products to ensure cross contamination is avoided. This shall include as appropriate:</p> <ul style="list-style-type: none"> • physical or time segregation whilst allergen containing materials are being stored, processed or packed • use of identified, dedicated equipment for processing or cleaning • a policy for all food brought onto site including that by staff. 	Y	<p>Procedures are in place in production and packing area to minimise cross contamination with allergens via</p> <ul style="list-style-type: none"> - production planning and production order, - thorough documented cleaning procedures and verification after production of products with allergens - checking that correct consumer packs are in place
5.2.1.4	<p>Where rework is used, or reworking operations carried out, procedures shall be implemented to minimise cross contamination from allergen-containing materials and ensure the safety, legality and quality of the finished product.</p>	Y	<p>Rework is only transferred within the same batch</p>
5.2.1.5	<p>Where a claim is made regarding the suitability of a food for allergy or food sensitivity sufferers, the company shall ensure that the production process is fully validated to meet the stated claim. This shall be documented.</p>	Y	<p>Särnär products (products with gluten levels < 20 mg/kg) are produced in segregated room from products containing gluten. All ingredients used for Särnär production have certificates proving gluten levels below 20 mg/kg. All products for use in self service display in retail shops are labelled "may contain allergens". This is approved by local authorities in Sollentuna community, last inspection 17/2/2009. Certain products like cranberries are packed directly after packing of nuts and labelled "may contain traces of nuts" since the supplier of nuts cannot declare freedom from nuts.</p>

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5.2.1.6	Based on risk assessment, documented equipment or area cleaning procedures shall be undertaken to remove or reduce to acceptable levels any potential cross contamination in compliance with finished product specifications. This shall include validation of cleaning methods and appropriate waste handling and spillage controls.	Y	Validation/verification of cleaning procedures to minimise cross contamination with allergens are done from every product batch produced after ingredients with known allergens.
5.2.1.7	All relevant personnel, including temporary staff and contractors, shall be appropriately trained in handling procedures for allergen containing materials prior to commencing work and shall be adequately supervised throughout the working period.	Y	Special training in allergen issues has been conducted by an external consultant 10/6/2008
5.2.1.8	Any non-conformities relating to allergen control shall be included in the management review process (refer to clause 1.7) and may include, as appropriate, internal or external incidents and customer complaints such as labelling or cross-packing errors. The review process shall also consider updates or changes in allergen legislation or scientific information.	Y	Non conformities (so far only internal, mostly about improper allergen cleaning) are highlighted in management meetings and management review.

5.2.2 Identity Preserved Materials

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5.2.2.1	Where an identity preserved claim is made, e.g. that a product is organic, or where products brought onto site may contain materials which require segregation, e.g. Genetically Modified Organisms, the company shall carry out a risk assessment of raw materials to specify the integrity of the raw material and compliance with specification throughout the purchasing and supply chain.	Y	Organic products are produced according to the Swedish standard KRAV. This is certified by Aranea. No GMOs are allowed in the site.
5.2.2.2	Risk assessment shall be carried out to identify routes of contamination and establish documented policies and procedures for handling raw materials, intermediate and finished products to ensure cross contamination is avoided and that controls are in place to maintain identity preserved status.	Y	All organic products are produced first time of the day. This is following a risk assessment in the HACCP-study.
5.3 Foreign Body Detection			
5.3 Statement of Intent	The company shall have appropriate foreign body detection equipment in place and ensure its effective operation.	Y	The company has metal detectors in place in all four packing lines.
5.3.1	Foreign body detection equipment shall be in place unless it can be justified as not necessary. This justification shall be documented. Detection equipment shall be situated to maximise foreign body detection within the finished product.	N	There is no testing procedures for metaldetectors on production lines 1 and 2. Some products (flour, nuts, soya) are filled/packed without metal detection. This is explained in a special risk assessment for foreign bodies incl glass ("Underlag beslut om CCP 26/8/2009). Based on complaints caused by metal and that metal detectors for line 3 and 4 are classified as CP and not CCP. <u>Minor:</u> No clear written justification why metal detectors are not in use for all products.

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5.3.2	The sensitivity of detection shall be specified and best practice applied with regard to the nature of the food, the location of the detector and any other factors influencing the sensitivity of the detector.	Y	Metal detectors for lines 3 and 4 are checked with Fe 3.0 mm and SS 3.0 mm plus metal detectable plasters.
5.3.3	The metal or foreign body detector shall incorporate the following based on best practice: <ul style="list-style-type: none"> • an alarm on a belt stop system • an automatic rejection device which shall either divert contaminated product out of the product flow or to a secure unit accessible only to authorised personnel • in-line detectors which identify the location of the contaminant and effectively segregate the affected product. There shall be documented procedures specifying corrective and investigative action to be taken in the event of the detection of metal or a foreign body.	Y	The metal detectors in packing lines 3 and 4 have an automatic rejection device to a secure unit. The metal detectors installed in packing lines 1 and 2 are in-line detectors.
5.3.4	The company shall establish and implement procedures for the operation, routine monitoring, testing and calibration of the metal or other foreign body detectors. This shall include as a minimum: <ul style="list-style-type: none"> • frequency and sensitivity of checks • authorisation of trained personnel to carry out specified tasks • documentation of checks. 	Y	Metal detectors in lines 3 and 4 are adequately monitored and checked for every product batch. In-line metal detectors for lines 1 and 2 are not regarded as being specific enough from a food safety point.

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5.3.5	The company shall establish and implement corrective action and reporting procedures in the event of the monitoring and testing procedure identifying any failure of the metal or foreign body detector. Action shall include a combination of isolation, quarantining and re-inspection of all product produced since the last acceptance test of the metal or other foreign body detector.	Y	Implemented corrective action procedures are in place for metal detectors in lines 3 and 4.
5.4 Product Packaging			
5.4 Statement of Intent	Product packaging shall be appropriate for the intended use and shall be stored under conditions to minimise contamination and deterioration.	Y	All product packaging (film, bags) is appropriate for the intended use and stored in a hygienically well designed storage area.
5.4.1	Certificates of conformity or other evidence shall be available for product packaging to confirm its suitability for use.	Y	All producers checked for primary packaging could provide a valid food grade certificate (Normpack, certificate from supplier).
5.4.2	Where appropriate, packaging shall be stored away from raw materials and finished product.	Y	The packaging store is well segregated from raw materials and finished products.
5.4.3	Any part-used packaging materials suitable for use shall be effectively protected before being returned to an appropriate storage area.	Y	Any part-used packaging materials observed were wrapped in plastic bags before returned to packaging store.
5.4.4	Product contact liners (or raw material/work-in progress contact liners) shall be appropriately coloured and of sufficient gauge to prevent accidental contamination where appropriate.	N/A	No frozen goods are handled where plastic packaging could provide a risk.
5.4.5	Where packaging materials pose a product safety risk, special handling procedures shall be in place to prevent product contamination.	Y	Metal clips are in use in the manual packing area but possess no risk for contamination.

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5.5 Product Inspection and Laboratory Testing			
5.5 Statement of Intent	The company shall undertake or subcontract inspection and analyses which are critical to confirm product safety, legality and quality, using appropriate procedures, facilities and standards which prevent risk to product safety.	Y	Procedure for " Ankomstkontroll och provtagning v7 22/9/2009.
5.5.1 Product Inspection			
5.5.1.1	Based on risk assessment, testing and inspection schedules shall be established to ensure specified product requirements are met. Inspection and testing methods and frequency shall be documented.	Y	Described in Ankomstkontroll och provtagning v7 22/9/2009 all samples are taken by QA-staff according to a sampling plan 2.11.4. During 2009 totally 83 samples are planned to be analysed out of 152 products (17 Q1, 13 Q2, 24 Q3 and 27 Q4). The sampling is based on risk assessment where e.g. raw materials e.g. beans are less frequently analysed than ready mixes.
5.5.1.2	Test and inspection results shall be recorded and reviewed regularly to identify trends. Appropriate actions shall be implemented promptly to address any unsatisfactory results or where trends indicate unsatisfactory results.	Y	Non-conformities based on deviating analysis results are logged in the corrective action database. Checked e.g. a case with higher mould counts in sunseed kernels (no 0960 and 0954). Quality manager summarises non-conformities for management review meetings.
5.5.1.3	Where validation of finished product quality attributes is required, organoleptic tests shall be carried out regularly in accordance with specifications and shall be recorded.	Y	Sensoric tests are conducted at reception of raw materials which is stipulated in " Ankomstkontroll och provtagning v7 22/9/2009. This is recorded on reception documents

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5.5.1.4	The company shall ensure that a system of ongoing shelf life assessment is in place. This shall be based on risk and shall include microbiological and sensory analysis as well as relevant chemical factors such as pH and a _w . Records and results from shelf life tests shall validate the minimum shelf life period indicated on the product.	N	<u>Minor</u> : The company does not have a system for ongoing verification of best before date including sensory analyses.
5.5.2 Laboratory Testing			
5.5.2.1	Pathogen testing shall be subcontracted to an external laboratory or, where conducted internally, the laboratory facility shall be remote from the manufacturing site.	Y	All analyses are conducted at an accredited laboratory Eurofins in Lidköping. Analyses include moulds, pathogens (Salm, E. coli for which the laboratory could provide accreditation certificate.
5.5.2.2	Where routine testing laboratories are present on a manufacturing site, they shall be located, designed and operated to eliminate potential risks to product safety. Controls shall be documented, implemented and shall include consideration of the following: <ul style="list-style-type: none"> • design and operation of drainage and ventilation systems • access and security of the facility • movement of laboratory personnel • protective clothing arrangements • processes for obtaining product samples • disposal of laboratory waste. 	N/A	No laboratory is present on the site

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5.5.2.3	Where the company undertakes or subcontracts analyses which are critical to product safety or legality, the laboratory, or subcontractors shall have gained recognised laboratory accreditation or operate in accordance with the requirements and principles of ISO 17025. Documented justification shall be available where accredited methods are not undertaken.	Y	All analyses are conducted at an accredited laboratory (SWEDAC) Eurofins in Lidköping.
5.5.2.4	Procedures shall be in place to ensure reliability of laboratory results, other than those specified in 5.5.2.3. These shall include: <ul style="list-style-type: none"> • use of recognised test methods, where available • documented testing procedures • ensuring staff are suitably qualified and/or trained and competent to carry out the analysis required • use of a system to verify the accuracy of test results, e.g. ring or proficiency testing • use of appropriately calibrated and maintained equipment. 	Y	All analyses are conducted at an accredited laboratory Eurofins in Lidköping.
5.6 Control of Non-conforming Product			
5.6 Statement of Intent	The company shall ensure all out-of-specification product is clearly identified, labelled and quarantined.	Y	Company procedures described in Ankomstkontroll och provtagning

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5.6.1	Procedures for the control of non-conforming material, including rejection, acceptance by concession, or regrading for an alternative use, shall be in place and understood by all relevant staff. Decisions shall be approved by authorised staff.	Y	Only Quality manager has the responsibility to block products in business system Info flex according to in "Ankomstkontroll och provtagning". Checked the handling of one recent cas with Russin mix
5.6.2	Corrective actions shall be implemented to avoid recurrence of non-conformance. Details of the non-conformance and action taken shall be documented.	Y	No corrective actions has been identified regarding this matter.
5.6.3	All non-conforming material shall be clearly identified and quarantined as appropriate, and handled or disposed of according to the nature of the problem and/or the specific requirements of the customer.	Y	Described in in Ankomstkontroll och provtagning (red signs and blocked in Info Flex)
5.7 Product Release			
5.7 Statement of Intent	The company shall ensure that finished product is not released unless all agreed procedures have been followed.	Y	Positive release is used when allergen tests are conducted in production switches and when salmonella tests are conducted in sprouts. This was checked for tests done on Mungbönor and alfalfa sprouts delivered during 2009.
5.7.1	A procedure shall be in place, based on risk assessment, to ensure that only products conforming to specification are dispatched, and this shall include release by authorised staff.	Y	Company procedures are described in Ankomstkontroll och provtagning
6.0 PROCESS CONTROL			
6.0 Statement of Intent	The company shall be able to demonstrate effective control of all operations undertaken.	Y	All important operations are sufficiently controlled and documented.

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6.1 Control of Operations			
6.1 FUNDAMENTAL Statement of Intent	The company shall operate procedures that verify that the processes and equipment employed are capable of producing consistently safe and legal product with the desired quality characteristics, in full compliance with the HACCP food safety plan.	Y	Company procedures for controlling its operations are based on HACCP-controls, legislation and customer requirements. This includes checks of corect packaging film (labeling of packs and cartons), sensoric checks at packaging,
6.1.1	A process shall ensure that all Critical Control Points and specified limits identified through HACCP are transferred into day-to-day production controls and are fully validated.	Y	CCPs 1 and 2 are transfered to routine production (packaging) checks whicjh are recorded during packaging.
6.1.2	Process monitoring such as temperature, time, pressure and chemical properties shall be established and adequately controlled to ensure that product is produced within the required process specification.	N/A	Not relevant for this type of production
6.1.3	Process monitoring shall be carried out by trained staff and shall be documented.	Y	All operators have been appropriately trained for their tasks. This is documented in a training matrix.
6.1.4	In circumstances where process parameters are controlled by in-line monitoring devices, these shall be linked to a suitable failure alert system that is routinely tested.	N/A	No in-line measurements are used
6.1.5	In the case of equipment failure or deviation of the process from specification, procedures shall be in place to establish the safety status of the product, prior to release.	Y	The site has not had any incidents with equipment failure.

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6.1.6	Corrective action shall be taken in the event of deviation of process from specification. This shall be recorded.	Y	Some cases have been found concerning metal detectors and wrong ackaging film used.
6.1.7	Procedures shall be in place to ensure that products are packed into the correct packaging and correctly labelled with due consideration given to product changeover.	Y	This is recorded in Packaging reports for each product packed
6.1.8	In the event of changes to product formulation, processing methods, equipment or packaging, monitoring of the specified process shall be re-established based on HACCP.	Y	Changes in production are handled by the HACCP-team.
6.2 Quantity – Weight, Volume and Number Control			
6.2 Statement of Intent	The company shall operate a quantity control system which conforms to legal requirements and additional industry sector codes or specified customer requirement in the country where the product is sold.	N	<u>Minor:</u> The actual weights of final consumer products are not recorded
6.2.1	The frequency and methodology of quantity checking shall meet the requirements of appropriate legislation governing quantity verification.	Y	Annual external calibration (Trontec Vågar & Vägssystem) and monthly checks with stamped weights, the latter documented on HACCP-ronds.
6.2.2	Where the quantity of the product is not governed by legislative requirements (e.g. bulk quantity), the product must conform to customer requirements.	Y	Certain products are sold in 25 kg bulk. Scale for bulk is incorporated in company calibration procedures.
6.3 Calibration and Control of Measuring and Monitoring Devices			

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<p>6.3 Statement of Intent</p>	<p>Measuring equipment used to monitor Critical Control Points and product safety and legality shall be identified. The identified measuring equipment shall be calibrated to a recognised national or international standard. Where a traceable calibration is not possible, the company shall demonstrate the basis by which standardisation is carried out.</p>	<p>Y</p>	<p>The site has listed all equipment to be calibrated i.e used to monitor CCPs or to fulfill legal demands.</p>
<p>6.3.1</p>	<p>The company shall identify measuring equipment used to monitor CCPs and product safety and legality. This shall include as a minimum: • a documented list of equipment • equipment identified and marked in accordance with requirements (e.g. numbered, calibration due date).</p>	<p>Y</p>	<p>The equipment to be calibrated is documented in a special list 5.1.1b (2/10/2009)</p>
<p>6.3.2</p>	<p>All identified measuring devices shall be checked and where necessary adjusted: • at a predetermined frequency, based on risk assessment • by trained staff • to a defined method traceable to a recognised national or international standard where possible. Results shall be documented.</p>	<p>Y</p>	<p>Annual external calibration of scales is done by Trontec Vågar & Vägsystem, traceable to accredited weights and monthly internal checks with stamped weights, the latter documented on HACCP-ronds.</p>

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6.3.3	The prescribed measuring and monitoring devices shall be: <ul style="list-style-type: none"> • prevented from adjustment by unauthorised staff • protected from damage, deterioration or misuse. 	Y	Stamped weights are kept at Quality Manager.
6.3.4	Procedures shall be in place to record actions taken when the prescribed measuring and monitoring devices are found not to be operating within specified limits.	Y	This is documented by external calibration bodies.
7.0 PERSONNEL			
7.1 Training – Raw Material Handling, Preparation, Processing, Packing and Storage Areas			
7.1 FUNDAMENTAL Statement of Intent	The company shall ensure that personnel performing work that affects product safety, legality and quality are demonstrably competent to carry out their activity, through training, work experience or qualification.	Y	This is described in 6.1 Utbildning v 4, 9/6/2009.
7.1.1	All relevant personnel, including temporary staff and contractors, shall be appropriately trained prior to commencing work and adequately supervised throughout the working period.	Y	All employees get elementary hygiene training (2-3 h) and production staff gets supervision by relevant managers.
7.1.2	Where personnel are engaged in activities relating to Critical Control Points, relevant training and documented monitoring procedures shall be in place.	Y	This is done and documented in training matrix for staff checked that monitor both CCP 1 and 2.

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7.1.3	<p>The company shall put in place documented programmes covering the training needs of relevant personnel. These shall include as a minimum:</p> <ul style="list-style-type: none"> identifying the necessary competencies for specific roles providing training or other action to ensure staff have the necessary competencies reviewing and auditing the implementation and effectiveness of training and competency of the trainer consideration of the delivery of training in the appropriate language of trainees. 	Y	The company has a full training matrix covering all staff where training activities are recorded
7.1.4	<p>Records of all training shall be available. This shall include as a minimum:</p> <ul style="list-style-type: none"> name of trainee and confirmation of attendance date and duration of training title or course contents as appropriate training provider. 	Y	This is recorded in the training matrix.
7.1.5	<p>The company shall routinely review the competencies of staff and provide relevant training as appropriate. This may be in the form of training, refresher training, coaching, mentoring or on-the-job experience.</p>	Y	Annual updating of hygiene and new procedures are planned. This is described in 6.1 Utbildning v 4, 9/6/2009.

7.2 Access and Movement of Personnel

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7.2 Statement of Intent	The company shall ensure that access and movement of personnel, visitors and contractors shall not compromise product safety.	Y	This is regulated and described in Faroanalys peronalflöden v 1 31/8/2009.
7.2.1	There shall be a plan of the site which defines access points for personnel, travel routes and staff facilities.	Y	This is regulated and described in Faroanalys peronalflöden v 1 31/8/2009.
7.2.2	If it is necessary to allow access through production areas, designated walkways shall be provided that ensure there is adequate segregation from materials.	Y	In storage areas (green, yellow zone) and for segregation between yellow and rd zones markings on floor is in place.
7.2.3	All facilities shall be designed and positioned, where possible, so that movement of personnel is by simple, logical routes.	Y	Yes, this is taken care of by existing arrangements. No issues were noted during audit.
7.2.4	Contractors and visitors, including drivers, shall be made aware of all procedures for access to premises and the requirements of the areas they are visiting, with special reference to hazards and potential product contamination.	Y	External drivers are directed to toilet in office and are not allowed to walk in other areas than green zone.
7.3	Personal Hygiene – Raw Materials Handling, Preparation, Processing, Packing and Storage Areas		
7.3 Statement of Intent	The company's personal hygiene standards shall be documented and adopted by all personnel, including contractors and visitors to the production facility. These standards shall be formulated with due regard to risk of product contamination.	Y	The company has developed their hygiene standards (5/5/2009) which incorporates the demands from BRC v5.

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7.3.1	The requirements for personal hygiene shall be documented and communicated to all personnel. Compliance with the requirements shall be checked regularly.	Y	This is checked at HACCP-inspections every month. Checked results from July and August 2009
7.3.2	Based on risk assessment, the company shall document its jewellery policy.	Y	Regulated in the company hygiene standards.
7.3.3	Watches shall not be worn. Jewellery shall not be worn, with the exception of a plain wedding ring, a wedding wristband and sleeper earrings (continuous loop). Rings and studs in exposed parts of the body, such as noses, tongues and eyebrows, shall not be worn.	Y	Regulated in the company hygiene standards.
7.3.4	Hand cleaning shall be performed at a frequency that is appropriate, based on risk assessment.	Y	Regulated in the company hygiene standards.
7.3.5	Fingernails shall be kept short, clean and unvarnished. False fingernails shall not be permitted. Where visitors cannot comply, suitable control procedures shall be in place, e.g. non-handling of product, use of gloves.	Y	Regulated in the company hygiene standards.
7.3.6	Excessive perfume or aftershave shall not be worn.	Y	Regulated in the company hygiene standards.
7.3.7	Smoking (where permitted under law), eating and drinking shall only be permitted in designated areas segregated from food-handling and storage areas.	Y	No staff is smoking. Use of snus (tobacco in mouth) is regulated in company hygiene rules.

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7.3.8	All cuts and grazes on exposed skin shall be covered by an appropriately coloured plaster different from the product colour (preferably blue) and containing a metal detectable strip where metal detection/X-ray equipment is in use. These shall be company issued and monitored. Where appropriate, in addition to the plaster, a finger stall shall be worn.	Y	Regulated in the company hygiene standards.
7.3.9	A sample from each batch of plasters shall be successfully tested through a metal detector and records shall be kept.	Y	Plasters are included in daily routine monitoring of metal detectors on lines 3 and 4.
7.3.10	Procedures shall be in place to control the use of personal medicines to minimise the risk of contamination.	Y	Regulated in the company hygiene standards.
7.4 Medical Screening			
7.4 Statement of Intent	The company shall ensure that medical screening procedures are in place for all employees, contractors or visitors who will be working in or visiting areas where product safety could be compromised.	Y	Health declaration are given annually for all permanent staff.
7.4.1	The company shall have a procedure for the notification by employees, including temporary employees, of any relevant infections, disease or condition with which they may have been in contact or be suffering from.	Y	This is regulated by company hygiene standards

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7.4.2	Where there may be risk to product safety, visitors and contractors shall be required to complete a health questionnaire prior to entering the raw material, preparation, processing, packing and storage areas. Where appropriate, these persons shall undergo medical screening before permission is granted.	Y	Health declarations are completed by all external contractors e.g. checked for contractoirs serving ventilation and packaging equipment.
7.4.3	There shall be documented procedures which are communicated to employees, including temporary employees, contractors and visitors, on action to be taken in the case of infectious disease from which they may be suffering or have been in contact. Particular consideration should be given where product safety may be compromised. Expert medical advice shall be sought where required.	Y	This is regulated by company hygiene standards.
7.5 Protective Clothing – Employees or Visitors to Production Areas			
7.5 Statement of Intent	Suitable company issued protective clothing shall be worn by employees, contractors or visitors working in or entering production areas.	Y	Suitable protective clothing is issued byb the company for own staff contractors and visitors.

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7.5.1	Based on risk assessment, the company shall document and communicate to all employees, contractors or visitors the rules regarding the wearing and changing of protective clothing in specified work areas, e.g. high-risk and low-risk areas. This shall also include policies for wearing of protective clothing away from the production environment, e.g. removal before entering toilets, use of canteen and smoking areas.	Y	Different hygiene zones have different risk based demands on protective clothing.
7.5.2	Protective clothing shall be available that is: <ul style="list-style-type: none"> • provided in sufficient numbers for each employee • of suitable design to prevent contamination of the product (as a minimum contain no external pockets or sewn on buttons). 	Y	All staff seemed to have enough protective clothing . No issues with dirty protective clothing were seen.
7.5.3	Clean and dirty clothing shall be segregated and controlled to prevent cross contamination.	Y	Dirty clothing are collected in sacks from Berendsen.
7.5.4	Laundering of protective clothing shall take place in-house using defined and verified criteria to validate the effectiveness of the laundering process, or by an approved contracted and audited laundry. The effectiveness of cleaning shall be monitored. Washing of work wear by the employee is exceptional but shall be deemed acceptable where, based on a detailed risk assessment, it can be confirmed there is no risk to product safety. Detailed procedures shall be in place to ensure the effectiveness of the laundering process.	Y	Laundering is done by a well reputed contractor (Berendsen) from where a third party certificates were provided.

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7.5.5	Where there is the risk of contamination, smoking and eating while wearing protective clothing shall not be permitted.	Y	Staff is only allowed to eat in the canteen using a blue protective coat.
7.5.6	All scalp hair shall be fully contained to prevent product contamination.	Y	All staff in red zone (where products are open) use caps with hair nets.
7.5.7	Based on risk assessment, snoods for beards and moustaches shall be worn to prevent product contamination.	Y	No staff was seen in red zone with beard. If so, beard snoods are in use.
7.5.8	Suitable footwear shall be worn within the production environment.	Y	The company provides suitable foot wear for this type of production.
7.5.9	If gloves are used, they shall be replaced regularly. Where appropriate, gloves shall be suitable for food use; of a disposable type; of a distinctive colour (blue where possible) be intact, and not shed loose fibres.	Y	Some disposable plastic gloves are used for direct contact with foodstuffs are in use for which food grade certificates (Normpack) could be provided.
7.5.10	For operations involving high-risk products (refer to glossary) all visibly distinctive protective clothing (including footwear) shall be applied when entering, and removed when leaving, the high risk area and stored in a designated changing area.	N/A	No such areas/products are in use.

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Audit Report

COMPANY PROFILE

Company Name:	Location:
Risenta AB	Sollentuna, Sweden
Site Ownership/History:	
Private company founded in 1940. Located in Stockholm (Frihamnen) for many years, Present ownership: Alex Tengvall 70%, Jonas Engvall 15%, Johan Ahldin 15%.	
Age of Company:	
69 years	
Years at Present Site and Year of Construction:	
Four years	
Trading Names / Sister Companies / Subsidiaries :	
None	
Plant Size (feet/metres square):	
3 400 sqm factory plus 500 qm office.	
Number of Workers on Site / Shift Patterns (Please list according to full/part-time workers and contractors):	
One shift, 11 workers	
Turnover (if provided):	

Audit Report

150 MSEK
Membership of Trade/Research Associations:
None
Formal Accreditation/Certification (e.g. ISO 9000) and Scope :
None
EC Licence No/Healthmark:
None
Assured Products or IP Standards:
None
Raw Materials:
Dried nuts, dred fruits, cereals, flour (buckwheat, corn, rice)
Allergens on Site:
Nuts, sesame seeds, gluten, soya
Production Processes:
Mixing and packing
Number of Production Lines:
Four automatic packing lines plus one handpacking

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Audit Report

Number of Product Groups/Categories and Number of Products Per Group:
Ett tiotal huvudgrupper t ex mjöl/gryner, kärnor/fröer
Preservation Methods:
Dry storage and hygienic packing
Finished Products:
Mûsli, packed cereals, flours, mixes of nuts and dried fruits
Quantity of Finished Products:
150
Packaging Materials/Types:
Plastic bags
Product Distribution:
Third party hauliers
Countries Exported To:
Finland, Norway
Customer Type (e.g. Manufacturers, retail):
Retailers
Major Changes Since Last Visit Including Major Investments:
None (first time audit)

Audit Report

Recalls Or Incidents In The Last Year:

None