



**FOOD SAFETY AUDIT REPORT**

**#16028**

Pacific Coast Producer's  
1376 Lemen Ave  
Woodland, CA 95776

By

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Food Safety Auditor

July 28, 2008

**AIB International**

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## RATING

A food safety audit was conducted at this facility on July 28, 2008.

The writer was accompanied throughout the audit by Mr. Alex Rodriguez, Technical Services Manager; Mr. Niraj Raj, Plant Manager; and Ms. Pat Davis, Quality Control Manager.

Excellent cooperation was received by the writer, and on some occasions, the items were immediately corrected.

At the conclusion of the audit, a meeting was held to discuss the observations, recommendations, and rating.

Based on the observations made, the information obtained, and the criteria set forth in the *AIB Consolidated Standards for Food Safety*, the overall food safety level of this facility was considered to be:

## SUPERIOR

(915)

**The “serious” or “unsatisfactory” items are shaded, boxed, and bolded in the text of the report. Refer to the definitions in the AIB Consolidated Standards.**

**The “improvement needed” items are designated in bold type and require prompt attention.**

The AIB International states that the report as given herein is to be construed as its findings and recommendations as of the date of this report. The AIB International accepts no responsibility and does not assume any responsibility for the food safety program in effect with (customer). That further AIB International is only making report of the food safety conditions of (customer) as of the date of this report and assumes no responsibility or liability as to whether (customer) carries out the recommendations as contained in this report or does not carry out the recommendations as contained in this report.

## RATING ANALYSIS

DATE OF AUDIT: July 28, 2008  
TYPE OF AUDIT: Announced to Corporate Personnel Only  
OVERALL RATING: **SUPERIOR**

ADEQUACY OF FOOD SAFETY PROGRAM	190
PEST CONTROL	175
OPERATIONAL METHODS AND PERSONNEL PRACTICES	185
MAINTENANCE FOR FOOD SAFETY	175
CLEANING PRACTICES	<u>190</u>
<b>TOTAL:</b>	<b>915</b>

## FACTUAL OBSERVATIONS AND SPECIFIC RECOMMENDATIONS

### ADEQUACY OF FOOD SAFETY PROGRAM

1. A current organizational chart was maintained. The responsibility and authority for ensuring food safety and security, and the facility's compliance with federal, state, governmental, and/or any other appropriate regulatory laws or guidelines were clearly assigned to the Technical Services Manager. This responsible person remains up to date on regulatory issues and has obtained the required regulatory food security registration.
2. A Quality Manual had been developed. This manual included work instructions and/or job descriptions outlining the specific responsibilities of each department manager and employees, a Quality Policy, and written policies for the programs listed in the *AIB Consolidated Standards for Food Safety*.
3. This facility had established a multidisciplinary food safety committee to conduct monthly inspections of the entire plant. In addition, systems and procedures critical to product safety and quality were audited to ensure they were in place, appropriate, and complied with. Documentation of the monthly inspections included identified deficiencies, specific assignments, and actual accomplishments. Follow-up inspections were done to ensure that the items were corrected. As noted in this report, some additional detailed attention should be given to the minor issues noted during this audit.
4. The facility appeared to maintain an adequate budget and support to maintain the proper and timely acquisition of appropriate tools, materials, equipment, monitoring devices, chemicals, and pest control materials.
5. A Master Cleaning Schedule (MCS) and a daily housekeeping schedule were developed as a formalized, written plan and implemented in this facility. This MCS specified frequency and responsibility. Postcleaning evaluations were conducted. The schedules were documented as current, and the conditions observed in the plant supported the documentation. The schedule included the outside grounds, buildings, drains, and equipment. The schedule was reviewed periodically to ensure that it was still applicable.
6. Detailed, written cleaning procedures were developed and on file for all cleaning tasks in the facility. These procedures included the chemicals, concentrations, tools, and disassembly instructions for equipment at the level needed to facilitate the appropriate sanitation maintenance of the processing and packaging equipment, building areas, and outside grounds. Specific cleaning procedures were developed to prevent cross-contamination amid allergen and non-allergen-containing products.

7. Incoming goods and ingredients received into the facility were inspected according to established written procedures. The incoming goods were checked for damage, cleanliness, pest activity, and temperature. The receiving records included date of receipt, carrier, lot number, amount, seal numbers (when applicable), and product and vehicle conditions.
8. Appropriate specifications were on file for the raw materials, packaging materials, finished products, and intermediate/semiprocessed products. These specifications were detailed to ensure compliance with relevant food safety and legislative requirements. These specifications were periodically reviewed and formally agreed upon with relevant parties.
9. Certificates of analysis and/or supplier guarantees for raw materials, food packaging, and finished products were maintained on file.
10. A Hazard Analysis Critical Control Point (HACCP) program had been developed and implemented for all processes and process lines. The program included the following components: Description of the products manufactured and hazards inherent to them, determined through risk assessment; Identification of critical control points (CCP) and critical limits; Procedures to control the CCPs; Determination of the monitoring frequency for the CCPs and designation of the person(s) responsible for testing; Established and documented deviation procedures; Written verification program, with proper documentation; Documentation of procedures, records of conformance, and corrective actions.
11. The company had established written employee and Good Manufacturing Practices (GMPs) policies. Specific written procedures were on file for providing food safety training to all personnel, including temporary personnel and contractors. Records of training completion for new employees and annual refresher training documentation were maintained for all personnel.
12. A written program for evaluating consumer complaints was established at this location. This program included the rapid dissemination of complaint information to all departments responsible for implementing the food safety program. Complaint information was used, where appropriate, to avoid recurrence and implement ongoing improvements to product safety, legality, and quality. Actions appropriate to the seriousness and frequency of the problems identified appeared to be carried out promptly and effectively.

13. A written recall program was on file. All finished products were coded. Product traceability was accomplished through the recording of raw material lot numbers on production records, and included source identification for work in progress and rework. Distribution records were maintained to identify the initial point of distribution to facilitate segregation and recall of specific lots. The recall program was tested every six months with appropriate documentation maintained on file. The last mock recall was on July 27, 2008. It was recommended that the facility conduct a mock trace of raw material forward in addition to the finished product recall that is currently conducted.
14. Written procedures were in place to control nonconforming product, including work in progress, finished product, and returned goods. Corrective actions equal to the seriousness of the risk appeared to be taken. Records were kept of the corrective actions and disposition of the product. The disposition records account for the total quantity of the nonconforming material produced.
15. A written policy on how to handle regulatory and third party inspections was on file. These procedures included the person(s) delegated to accompany all inspectors and company policies regarding photographs, records, and samples.
16. Processing records, such as those required for canning retorts, pasteurizers, and acidified foods, were maintained and contained sufficient information to comply with government regulations. These included written detailed procedures for all processes with legible and readily accessible documentation. Process formulation and process changes were validated to ensure product safety, legality, and quality. Procedures to handle equipment failure or process deviation were in place to establish the food safety status of affected product prior release for shipment. Corrective action plans were verified by authorized personnel only. Analyses critical to product safety, legality, and quality were undertaken in-house using appropriate facilities and procedures.
17. A written program to evaluate and select suppliers of goods and services that affect product quality and food safety had been implemented. This program was handled at the corporate level. An approved list of these suppliers was maintained.
18. A written policy stating that no glass or brittle plastics were to be used in the facility, except where absolutely necessary, was in place. Included in the policy was a procedure on how to handle any glass breakage in the facility. A list of all essential glass had been developed and was audited on a routine frequency to ensure that any accidental breakage was found and addressed.
19. It was understood that all preventive maintenance (PM) is done at the end of each season and prior to the seasonal start-up. All work during the process season is done as needed.

## **PEST CONTROL**

20. A formalized pest control program was established with written procedures outlining the requirements of the program to reduce the potential for product contamination from pest activity or use of materials and/or procedures designed to control pest activity.
21. Facility management contracted the Crane Pest Control Company to provide weekly pest control services. A copy of the service agreement that included materials to be used, methods, and precautions was maintained on file. Copies of the current liability insurance (expiration date: October 1, 2008) and current applicator's license (expiration date: June 30, 2010) were maintained on file.
22. Material Safety Data Sheets (MSDS) and sample labels were maintained on file for all pesticides applied and/or stored on the premises. The pesticides recently used were: Contrac Block, Termidor and Terro Ant Killer.
23. A service report was left after each visit by the outside pest control service. These records included the treatments and tasks carried out, documentation of the checks and findings for the pest monitoring devices, descriptions of the current levels of pest activity, and recommendations for actions needed to correct conditions allowing a potential for pest activity.
24. Documentation of all pesticides applied on the premises, including rodenticides, included materials applied, target organism, amount applied, specific area where pesticide was applied, method of application, rate of application or dosage, date and time treated, and applicator's signature. This documentation indicated that the applications were made in accordance with the label directions.
25. A schematic depicting the locations of the interior and exterior pest control devices, including mechanical rodent traps and bait stations, was maintained on file and appeared current.
26. Mechanical mousetraps were installed to monitor for rodent activity inside the facility. These traps were properly positioned along walls and beside doors to the outside. The traps were inspected on a weekly basis, and a record was maintained of service and cleaning of each rodent control device. A rodent activity log used to record captures and help direct any necessary corrective actions. The traps randomly examined appeared properly maintained.

27. Bait stations for rodent control were installed around the exterior perimeter of the facility at appropriate intervals. These stations were tamper resistant, properly positioned, anchored in place, locked, and properly labeled in compliance with regulatory requirements. All stations were serviced at least monthly. Fresh bait had been supplied in the stations randomly examined. The service and results of the checks were documented on a service sticker inside each station. Bait stations #13 and 90 were not anchored securely to the ground or wall. It was recommended that these stations be reattached to prevent tampering or theft.
28. **No evidence of insect, rodent, or bird activity was noted in or around the facility; however, several bat droppings were observed along the perimeter white line on the north wall of warehouse #7. It was understood that these droppings had been noted by the PCO on his service reports and the facility was aware that a bat was nesting in the eaves inside the warehouse. Bats, however, are protected by law from killing or disrupting their nests. It was recommended that exclusion methods be used to prevent the bat or bats from nesting after they have migrated during the fall. Methods should follow all applicable state and federal law regarding protected species. (IMPROVEMENT NEEDED)**

#### **OPERATIONAL METHODS AND PERSONNEL PRACTICES**

29. Eighteen-inch perimeters were maintained in all storage areas to provide cleaning and inspection access. Adequate space for cleaning was maintained between rows of stored products.
30. All incoming ingredients and packaging materials were dated on receipt to ease 'first-in, first-out' stock rotation. A formal program was in place to monitor and repalletize raw materials susceptible to stored product pest activity that were in storage for more than four weeks.
31. Materials in storage were adequately segregated to prevent contamination. Segregated storage was provided for allergen containing ingredients, packaging materials, Research and Development items, cleaning and maintenance chemicals, nonconforming stock, and nonproduct related materials, such as parts and equipment.
32. All outside receiving lines or caps for high fructose corn syrup were locked and identified.
33. Accessible and cleanable in-line receiving strainers had been provided for the bulk liquid ingredients. The strainers were provided by the truck driver and were examined by the receiver for each load. It was recommended that documentation regarding the condition of the strainers be maintained by the Receiving department on the Bill of Lading.

34. Adequate hand washing and sanitizing stations were located at appropriate locations and used properly by the employees. "Wash Hands" signs were displayed in the rest rooms, lunchroom, smoking areas, and by sinks and entryways to production areas.
35. The washrooms and locker rooms were maintained in an acceptable sanitary condition. The lockers were inspected monthly as a sanitary control, and no open food or drink was allowed.
36. A formal allergen program was in place that included written policies and procedures. Effective measures were undertaken to prevent cross contamination amid incompatible materials.
37. All shipping vehicles were inspected before loading for cleanliness and structural defects that could jeopardize product integrity, and documentation was maintained. Security seals were provided on and documented for all outbound vehicles.
38. Employees observed in the facility were wearing adequate hair and beard restraints. Their clothing and uniforms were clean and well maintained. No evidence of loose or unsecured jewelry was noted.
39. No evidence of eating, drinking, or smoking in unauthorized areas was observed.
40. All personal property was stored in appropriate locations defined by company policy.
41. It was noted that the lot number for the bulk salt was not written on the batch sheets. It was recommended that all ingredients including bulk salt be tracked by documenting the lot number on the batch sheet.

#### **MAINTENANCE FOR FOOD SAFETY**

42. Some measures were undertaken to maintain site security. Site security strategies included fencing, controlled gate access, controlled parking, locked doors, limited access to sensitive areas, surveillance cameras, guard services, truck seals, and employee screening and training programs.
43. The exterior grounds were adequately maintained to prevent pest harborage. Waste collection containers were closed and spillage was kept to a minimum.
44. Fixtures, ducts, and pipes were properly installed and maintained to prevent contamination from leaks, condensation, or insulating material.
45. A calibration program was in place for all regulating and recording controls.
46. Only food grade lubricants were used on food processing machines. These lubricants were fully segregated in a designated location.

47. Potable water was supplied from an appropriate source. A program was in place to monitor water quality.
48. Devices were installed and maintained where appropriate to prevent backflow and/or back siphonage.
49. All fluorescent light tubes, essential glass, and brittle plastic in the facility appeared to be protected from accidental breakage, or were accounted for in the Glass and Brittle Plastics Management Program.
50. **The walls and ceilings throughout the plant were of sound construction and were well maintained. No roof leakage was evident. A few areas of exposed aggregate were noted on the floors in the following areas: between the Rotel lines, in front of line "L" near the floor drain. It was recommended that these areas be patched after this season. Deteriorated floors are difficult to keep clean. (IMPROVEMENT NEEDED)**
51. The personnel door in warehouse #6 does not close tightly. This door should be adjusted to ensure that it closes tightly.
52. A small sliver of metal was noted on Rotel dicer #1 which should be removed before this equipment is run again.

#### **CLEANING PRACTICES**

53. An ongoing housekeeping program was in place throughout the hours of operation so that operational debris was kept to a minimum.
54. Adequate cleaning equipment and tools were available and stored away from the production areas.
55. The equipment was cleaned according to the MCS to prevent the development of microorganisms, insects, or foreign material.
56. Food contact cleaning surfaces and utensils were cleaned often enough to remove food residue and maintain a good cosmetic appearance.
57. Only cleaning compounds and sanitizers that are authorized for use on food contact surfaces were used for cleaning. The chemical control program consisted of segregation of food and food contact packaging from chemicals.
58. The maintenance cleaning practices were found satisfactory. The maintenance debris, tools, and other items generated during maintenance activities were removed from the work area.

59. A few moldy tomatoes were found in the hopper of the RCP elevator. It appeared that these had been left behind after the last production run before the weekend. The line had not been run since but was scheduled to be run. It was understood that the conveyors would all be started up and cleaned thoroughly before production began later in the day.
60. A few spider webs were noted in the southwest corner of warehouse #4. These should be removed as soon as possible.