

Hazard Analysis Critical Control Point (HACCP)

Based on

Food Safety System

ZARPAK HORTICULTURE PRODUCTS

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INTRODUCTION TO HACCP

Hazard Analysis Critical Control Point, or HACCP, is a system, which gives us a proactive common sense approach to the safety management of our food products. HACCP was originally designed in the early days of the American manned space program, and was developed by the Pillsbury Company, NASA and the United States Army laboratories, to ensure the Microbiological safety of the astronauts' food.

The HACCP system was launched publicly in 1971, and is designed to identify and control hazards that may occur anywhere in a food processing operation.

The benefits of the HACCP system are as follows:

- A Preventative System
- A Systematic Approach
- Helps demonstrate 'Due Diligence'
- Internationally accepted
- Strengthens Quality Management Systems
- Facilitates regulatory inspection/external audits
- Demonstrates Management commitment

HACCP PRINCIPLES

- ✓ Identification of Potential Hazards
- ✓ Determination of Critical Control Point
- ✓ Establish a limit for CCP
- ✓ Monitoring system for each CCP
- ✓ Corrective action
- ✓ Recordkeeping
- ✓ Verification

SCOPE OF HACCP

The purpose of this facility food safety program is to identify & control, prevent & eliminate food safety hazards. The HACCP Team has identified the Scope of this study as being: From the purchase/collection of the Harvested Fruit to the final Packing and Dispatch by Zarpak processing facility.

The HACCP plan provides an overview of the process involved in:

- Collection & Transportation of harvested produce to the processing facility

- Off-Loading
- Feeding
- Sorting
- Washing
- HWT
- Fungicide/chemical application
- Hot air Drying
- Grading
- Packing
- Storage (Blast Chiller/Cold Storage)
- Dispatch of product

For:

Mangoes

This HACCP plan has been prepared in accordance with:

- ✓ CODEX Alimentarius Guidelines 97/13A for HACCP
- ✓ European Communities (Hygiene of Foodstuffs) Regulations 2006

COMPANY INFORMATION

Company Name:	Zarpak Horticulture Products (ZHP)
Company Address (Postal):	
Company Address (Processing Unit):	
Contact Person Name/Title:	
Contact Number:	
E-mail:	
Type of Product/s:	Mango
Type of Processing/Manufacturing:	Washing, HWT, drying, sorting, grading and Packing

OUR STANDARD

Zarpak Horticulture Products (ZHP) is committed to provide superior quality fruits that are safe, and meets the expectations of our customers.

Our standard will be delivered, continuously monitored and maintained by our employees, contractors and suppliers.

OUR COMMITMENT

We will:

- Conduct our work activities in accordance with the Food Safety Program and respective legislative requirements.
- Ensure our fruits are processed in hygienic conditions that do not expose to contamination.
- Be pro-active in assessing potential food safety risks and implementation of risk control measures.
- Train our employees to competently process fruits in accordance with company's procedures and standards

FOOD SAFETY POLICY

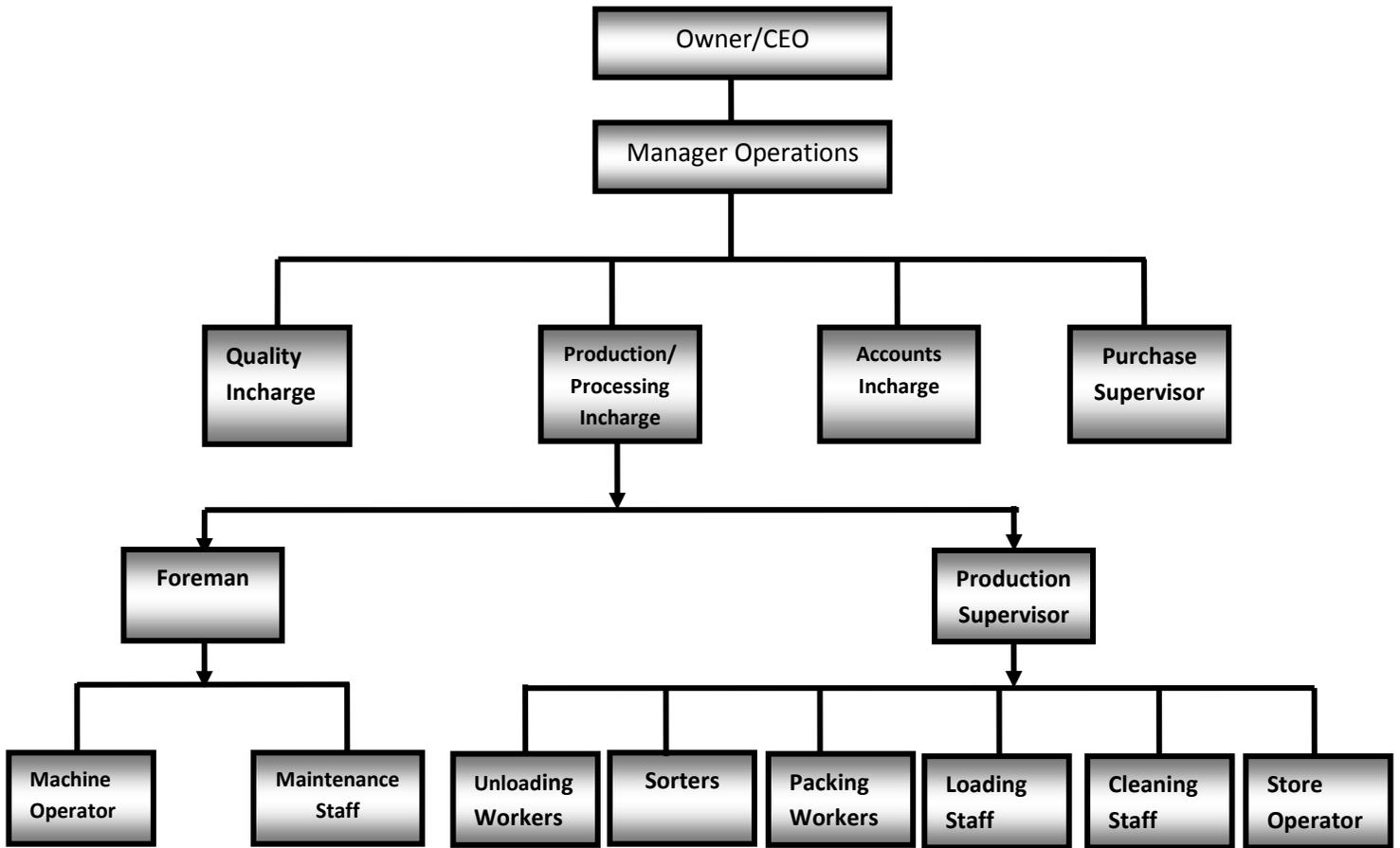
Keeping in view the international food safety standards we commit that we will provide the healthy & hazard free mango to our costumers/consumers.

FOOD SAFETY OBJECTIVES

Following are the objectives set for the year 2012:

- To conduct a survey in the company in order to gather feedback about the proper enforcement and compliance of standardized food safety measures.
- To conduct research outside the company in order to find out the latest potential hazards along with their preventive and corrective measures.

ORGANIZATIONAL FLOW CHART



RESPONSIBILITIES & AUTHORITIES

Sr. No.	Designation	Duties & Responsibilities
1.	Owner/CEO	
2.	Manager Operation	
3.	Quality Incharge	<ul style="list-style-type: none"> To check the quality of raw material with set standards. To ensure the implementation of HACCP standards in pack house. To ensure the quality of finally packed product as per customer/legal requirements.
4.	Production Incharge	<ul style="list-style-type: none"> To prepare daily production plan for processing To ensure the functioning of processing line To be responsible to process the mango fruit as per customer requirement. To ensure the quality of the mango fruit as per requirement of HACCP standard. To ensure the personal hygiene standards being upheld by every staff member.

5.	Production Supervisor	<ul style="list-style-type: none"> • To ensure the attendance of workers & manage alternate in case of absence of any particular worker. • To check the relevant material & pack house worker hygiene. • To ensure the cleanliness of pack house, processing line, cold storage & relevant material on daily basis. • To check record of every CCP during processing & inform the HACCP team in case of any deviation. • To ensure the mango quality, handling, HACCP standards & all steps (feeding, sorting, washing, HWT etc.) during processing. • To ensure all safety & necessary measures during loading & dispatch.
6.	Purchase Supervisor	
7.		

HACCP Team

Name	Designation	Qualification	Experience	Why in team	Role in Team	Responsibility/ Authority
Farid Khan	Team Leader/CEO			To lead the team	Overall leader	To provide the resources & achieve the assigned objectives
	Manager Operation					
	Foreman					

RESPONSIBILITIES AND AUTHORITIES

Team Leader:

- Approval authority for HACCP related documents
- Arrangement of trainings
- Communication bridge between staff and management for HACCP system
- Planning of internal audits
- Communication of audit results and follow up activities
- Conduction of HACCP team meetings and management review meetings

Team Members:

- Documentation, Development and implementation of the HACCP system in his section
- Training and development of staff
- Internal auditing as per team leader's instructions
- Participation in HACCP team meetings and management review meetings

PRODUCT IDENTIFICATION/PROPERTIES, INTENDED USE AND PROCESS

General Product/s Information

Description of Product(s):	Mango Fruit (<i>Mangifera indica L.</i>) Fresh mangoes for table purpose
Intended Use for Consumer/ Customer:	The “Mango” (a Stone fruit) fruit is a convenience food enriched with carbohydrates and or sugars and can be eaten after peeling or can also be used by the consumer in different recipes, fruit salads, shakes or juices as an ingredient.
Processing Procedure	<ul style="list-style-type: none"> • Collection & Transportation of harvested produce to the processing facility • Un Loading • Feeding • Sorting • Washing • HWT • Fungicide/chemical application • Hot air Drying • Grading • Packing • Storage (Blast Chiller/Cold Storage) • Dispatch of product
Labeling requirements relating to Food Safety	Product Name, Display Until, Origin, Variety, Barcode, Address all as per specification
Method of Storage and Distribution:	Store at 18-22 ⁰ C & RH 80-85%. Do not stack over 18 layers
Shelf-life/ Traceability information:	Almost 15-20 days in case of proper storage and traceable from processing/packing date

Technical Product Information:

Preservative(s):	N/A
Water Activity (washing):	Wash before eating
Packaging requirements:	Corrugated boxes made of food graded material. 2kg, 3kg, 4kg or 5kg
Transportation requirements	Refer container 18-22 ⁰ C & RH 80-85%.
Customer requirement	Packing size (2kg, 3kg or any) Avg. fruit wt. (200gm, 250gm, 300gm etc.) Lime treated or without treated Fungicide treated HWT Ripe %age (unripe, partially ripe/ fully ripe) Variety (Chaunsa, Dashehari, Sensation, Chaunsa White Late etc.) Defect %age
Regulatory requirement	For USA irradiation For china at 52 ⁰ C for 60 minutes For Japan VHT
Method of distribution:	Within country product is transported in refrigerated enclosed trucks. Generally fruit crops are transported in refrigerated sea containers or palletized in the bulk holds of ships. They can also be transported by air freight. Generally consignments do not consist of more than one product.

Food Safety Information:

Potential for consumer/ customer misuse:	Customers should not store beyond expiry date, do not eat peel & stone. Eat after washing
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<p>Describe the potential food safety hazards associated with this product/ process. Be specific:</p>	<p>Stem end rot Anthracnose Fruit fly Yeast Mold Chemicals (Fertilizer, PPP residues, post harvest chemicals)</p>
<p>List any support programs or ingredient/ product/process parameters essential to preventing, controlling or eliminating each food safety hazard identified above:</p>	<p>Approved Suppliers & their evaluation Personnel Hygiene Pest Control Cleaning & Sanitation Program</p>

PRE REQUISITE PROGRAM

Pre- Requisite Program (PRP)

Practices and procedures forming the basis of preventable actions: Receiving, Storage & Transport (e.g. procedure for receipt, approved supplier program etc.)

- Calibration & Maintenance
- Cleaning
- Pest control
- Staff training & Personnel
- Product Identification, Traceability & Recall
- Premises (buildings & site)

LIST OF PRP's:

- Hygiene, Cleaning & Sanitation of Processing Plant & equipment
- Personal Hygiene & Sanitation and visitor Protocol
- Calibration & Maintenance
- Training of Staff
- Pest management
- Waste Management
- Process Control
- Product traceability
- Product Recall & withdrawal
- Complaints Handling
- Storage of Packing Material

PROCEDURE FOR HYGIENE & SANITATION OF PLANT AND EQUIPMENT

PURPOSE:

To ensure safety of the mangoes dispatched to customers by maintaining the best hygiene & sanitation status of plant and equipments used during packing & distribution of mangoes at pack house.

SCOPE:

This procedure applies to food employees who handle, clean and sanitize the equipments used during packing of mangoes at pack hose.

RESPONSIBILITY:

It is the responsibility of management to ensure that the following procedures are adhered to and understood by all relevant personnel and personal follow local regulatory requirements.

PROCEDURE:

- All the floor areas are swept, cleaned and disinfected with Lysol at the end of each working shift.
- The toilets/wash basins are cleaned and disinfected with Lysol daily and separate toilets for each sex of workers.
- All the packing lines/production surfaces and equipments are cleaned, washed and disinfected with sanitizer such as 200 ppm Sodium Hypochlorite (NaOCl) solution (bleach) before starting of run of program fruits at the end of each working shift.
- All the fruit waste, packing materials and rubbish are collected from various areas and moved to closed disposable waste bins and treated with formalin and removed daily.
- The de-sapping racks are cleaned, washed and disinfected sanitizer such as 200 ppm Sodium Hypochlorite (NaOCl) solution (bleach) thoroughly at the end of each working shift.
- The long nosed scissors used for cutting the stalk of the fruits are cleaned, washed and disinfected with alcohol at the end of each working shift.
- The wall surfaces, doors and window frames are de-dusted and cleaned at weekly.
- The solid surfaces of inspection/sorting/grading tables are cleaned and disinfected with cotton swab dipped in alcohol. The floors of pre-cooling and cold storage chambers are cleaned and disinfected at the end of each emptying and before loading fresh process load intervals.

Equipment Name	Control Method	Frequency	Responsibility	Recordkeeping	Verification	Location

HYGIENE AND SANITATION OF PERSONNEL & VISITOR PROTOCOL

PURPOSE:

To prevent contamination by food handlers involved during packing & distribution of mangoes at pack house.

SCOPE:

This procedure applies to food employees who handle, prepare, and pack harvested mangoes.

PROCEDURE:

- Every person working at the pack house facility will maintain a high degree of personal cleanliness and given training in personal hygiene and facility sanitation.
- Train food employees on using the procedures in this SOP.
- Follow State or local health department requirements.
- Follow the Employee Health Policy. (All food employees will maintain good health & personal hygiene practices to ensure food safety).
- Change apron when it becomes soiled.
- The food workers before entering processing area have to undergo hand washing and must wear disposable aprons/gowns, caps or hairnet and gloves. The finger nails are kept short, trimmed and clean and wear clean slippers.
- Toilets are kept cleaned and maintained in hygienic condition. Toilets are clearly separated from the processing area by a corridor and a door frame. Adequate hand washing by workers using liquid soap and drying of hands with paper towels at the end of each use of toilet.
- Avoid wearing artificial fingernails and fingernail polish.
- No food stuffs/eatables are permitted within the processing area of the facility and no smoking/chewing of tobacco is permitted within the facility and no wearing of jewellery.
- Wear single-use gloves if artificial fingernails or fingernail polish are worn.
- Treat and bandage wounds and sores immediately. When hands are bandaged, single-use gloves must be worn.
- Eat, drink, use tobacco, or chew gum only in designated break areas where food or food contact surfaces may not become contaminated.
- Wear suitable and effective hair restraints while in the kitchen.

Produce Handlers	Control Method	Frequency	Responsibility	Recordkeeping	Verification	Location

PEST MANAGEMENT

PURPOSE:

To ensure safety of the mangoes dispatched to customers by establishing & maintaining integrated pest management (IPM) during Packing & Distribution of mangoes at pack house.

SCOPE:

This procedure applies to Mango Pack house (Packing facility) used during packing & Distribution of mangoes.

RESPONSIBILITY:

It is the responsibility of management to ensure that the following procedures are adhered to and understood by all relevant personnel and personal follow local regulatory requirements.

PROCEDURE:

Employees will use an integrated pest management (IPM) program using the following steps:

DENY ACCESS TO PESTS

- Use reputable suppliers for all deliveries.
- Check all deliveries before they enter the food operation area.
- Refuse shipments that have signs of pest infestation.
- Keep all exterior openings closed tightly. Check doors for proper fit as part of the regular cleaning schedule.
- Report any signs of pests to the food safety manager.
- Report any openings, cracks, broken seals, or other opportunities for pest infestation to the food safety manager.

DENY PESTS FOOD, WATER, AND A HIDING OR NESTING PLACE

- Dispose of garbage quickly and correctly. Keep garbage containers clean, in good condition, and tightly covered in all areas (indoor and outdoor). Clean up spills around garbage containers immediately. Wash, rinse, and sanitize containers regularly.
- Store recyclables in clean, pest-proof containers away from the building.
- Store all food and supplies as quickly as possible.
- Keep all food and supplies at least six inches off the floor and six inches away from walls.
- Use FIFO (First In, First Out) inventory rotation, so pests do not have time to settle into these products and breed.
- Wet towels and mop heads should be taken to the laundry area at the end of each shift to minimize the risk of infestation by pests.
- Clean and sanitize the facility thoroughly and regularly. Careful cleaning eliminates the food supply, destroys insect eggs, and reduces the number of places pests can take shelter.

USE AND STORAGE OF PESTICIDES

If any pesticides are stored, follow these guidelines:

- Keep pesticides in their original containers.
- Store pesticides in locked cabinets away from food-storage and food preparation areas.
- Store aerosol or pressurized spray cans in a cool place. Exposure to temperatures higher than 120°F could cause them to explode.
- Check local regulations before disposing of pesticides. Many are considered hazardous waste.
- Dispose of empty containers according to manufacturers' directions and local regulations.
- Keep a copy of the corresponding Material Safety Data Sheets (MSDS) on the premises.

Management Plan

Pest Name	Control Method	Frequency	Responsibility	Recordkeeping	Verification	Location
Flies/Mosquitoes	Electric Insect killers	Continuously	Foreman	Pest control log	Manger Operations	
Cockroaches	Sticky Bait & Spray of Chemicals	Continuously	Foreman	Pest control log	Manger Operations	
Rodents	Baits	Continuously	Foreman	Pest control log	Manger Operations	
Cats/Dogs	Physical Prevention	Continuously	Foreman	Pest control log	Manger Operations	
Birds	Physical Prevention	Continuously	Foreman	Pest control log	Manger Operations	

PROCESS CONTROL

PURPOSE:

To ensure safety of the mangoes dispatched to customers by establishing & maintaining process control activities during receiving, unloading, pre-processing inspection & storage, processing and Packing & Distribution of mangoes at pack house.

SCOPE:

This procedure applies to Mango Pack house (Packing facility) used during packing & Distribution of mangoes.

RESPONSIBILITY:

It is the responsibility of management to ensure that the following procedures are adhered to and understood by all relevant personnel and personal follow local regulatory requirements.

PROCEDURE:

Employees will use an integrated pest management (IPM) program using the following steps:

Receiving of Mangoes & Unloading at Packing House facility:

- Quality supervisor permits unloading of mangoes from the orchard registered with the pack house facility at the unloading area.
- Quality supervisor records the fruit temperature by inserting the temperature probes in sampled crates of fruits.
- Quality supervisor records both tare weight of crates and net weight of fruits with the help of a digital weighing balance (while weighing, care is taken not to weigh more than five crates stacked one above the other at any one time to prevent causing damage to fruits).
- Quality supervisor ensures stacking the produce received at the facility, orchard wise, identifiable by a production unit code number to maintain traceability and to avoid admixing of the produce.
- Quality supervisor records the details of the produce received in a product logbook

Pre-processing Inspection & Storage

- The quality supervisor at the beginning of inspection will verify whether each and every plastic crates containing fruits are suitably labeled/marked providing information on: Name of Orchard, Location, Production Unit Code Number, Product/Variety and Date of Harvesting and the fruits received are from program orchard registered with packing house facility. . If they are not from program orchards, he will refuse processing at the facility and stock them separately away from the program orchard lots in the pre-processing storage area to prevent commingling, while program mangoes being processed.
- He will undertake the random inspection of sampled fruits with the help of trained workers to assess the quality of fruits. If sizable number of immature/undersized, scarred, bruised are noticed, he will immediately segregate that lot to prevent admixing with lots programmed for processing. If any damaged/diseased/rotten fruits are noticed, the same will be segregated and the segregated crates marked distinctly "Rejected" and rejected crates are removed immediately to rejected article storage area to prevent spread of contamination and held until further disposal. The rejected article storage area is physically separated from the preprocessing storage area by a

insect-proof screen to avoid admixing and to prevent contamination. He will refer the pest noticed to the Pest Control Dept. for identification.

- Quality supervisor records the quantity of rejected fruits each lot-wise in the product logbook maintained at the facility.
- The crates with sound and healthy fruits are stacked in pre-processing storage area, under cool condition under fanning and until moved for processing. He will intimate the process supervisor regarding the arrival of fruits for processing.

Post-Harvest Processing of Mangoes:

- The post-harvest processing of mangoes at the pack house facility is carried out at the postharvest processing area that is clearly segregated from that of unprocessed fruit storage area and entry to the post-harvest processing area is regulated and controlled. All the workers before entering the processing area undergo washing and wear clean disposable aprons/gowns, caps and gloves. The process of cleaning, washing, hot-water treatment and grading at the pack house facility is carried out through a highly sophisticated automated system fitted with roller conveyor with adjustable speed and hot water treatment unit with thermostatic controls under the supervision of process supervisor.

De-sapping of Mangoes

- De-sapping of mangoes is carried out in processing area by trained workers under the supervision of processing supervisor
- De-sapping is done by holding the mango fruits upside down while cutting the stalk of fruits.
- The stalks of mango fruits are cut very carefully to 0.5 to 1.0 cm by trained Workers by using a scissor with sharp long nose to avoid causing skin injury
- De-sapping is done with lime, dipping mangoes in 0.5% solution of lime for about 10-15 minutes

Cleaning & Washing of Fruits

- The cleaning & washing of fruits is done at the pack house facility through Automated washing system fitted with overhead sprayers and smooth rotating brushes to clean and wash the fruits.
- At the beginning the workers gently place the de-sapped fruits in the trays fitted Onto the conveyor, which conveys the fruits to the automated water spraying platform, wherein the fruits get washing with a clean water of potable. The process of cleaning and washing will take 3-5 minutes.

Hot-Water treatment

- Hot water treatment of fruits is carried out in hot water treatment tanks fitted with thermostatic controls to maintain a constant desired temperature of 52°C.
- After the treatment the fruits are passed through a drying table/foam dryer till the moisture on the surface of fruits gets evaporated. The fruits are then transferred to a grading and sorting table.

Sorting/Grading of fruits

- At the sorting table, the trained workers wearing gloves sort out the oversized and undersized fruits, immature/scarred/blemished fruits, diseased/insect damaged fruits and as well as fruits with sap injury under the supervision of quality supervisor. The segregated fruits kept in plastic crates are removed at the end each working shift from the process area and are distinctly labeled for disposal.
- At this stage, the mangoes are separated according to size by weight into following groups for packing by count. Trained workers, under the close supervision of quality supervisor; do grading manually, after wearing
- The graded mangoes are classified into three classes Viz., (i) Extra Class (ii) Class-1 and (iii) Class-2.

Packaging & Labeling/Marking

- Each graded mango is placed into soft, white expandable polystyrene, netted Sleeves to prevent bruising before placing it in compressed fiberboard cartons
- The sleeved mangoes are packed in a single layer in compressed fiberboard cartons of interlocking type preferably having a water-proof coating to prevent damage due to high humidity during cold storage.

Storage

Blast Chiller

Place the packed fruit at 12⁰C for at least 6-7 hours

Cold Store

For maintaining required temperature (12⁰C) till the load is completed

Process Name	Control Method	Frequency	Responsibility	Recordkeeping	Verification	Location

Post-harvest Processing Information Sheet

1. Name & Address of Packing House Facility: _____
2. Contact Person (Name/TeI/Fax/E-Mail): _____
3. Product Identification Number: _____
4. Production Unit (Orchard Name/Location): _____
5. Name of the Product (Common/Botanical Name)/Variety: _____
6. Quantity (No. of Packages/metric tons) processed: _____
7. Date/time of arrival of commodity at packing house: _____
8. Temperature of fruit on arrival at Packing House: _____
9. Temperature/humidity condition at which the fruits are held during processing: _____
10. Date/time of completion of processing: _____

11. Details of Processing:

11.1. De-sapping: **Yes/No**

11.2. Gleaning & Washing of Fruits: **Yes/No**

(Specify water quality/chemical used): _____

11.3. Hot water treatment with fungicide: **Yes/No**

(Specify temp/exposure time): _____

(Specify name of fungicide/concentration): _____

11.4. Air-drying/brushing: **Yes/No**

11.5. Weighing/sorting/grading: **Yes/No**

12. Details of packaging/labeling/markings:

12.1. Packing material used conforms to standard: **Yes/No**

(Specify packing material used): _____

12.2. All Ventilators of package covered by insect-proof screen of 30 meshes per linear inch and all the sides sealed with adhesive tape: **Yes/No**

12.3. Dimensions of Package box used: _____

12.4. Average Number of fruits /Weight of fruits per box: _____

12.5. Labeling/markings (9 digit code as per APEDA): **Yes/No**

12.6. Individual fruits are sleeved with polypropylene sleeve to avoid bruising: **Yes/No**

13. Details of transportation from packing house to treatment facility:

13.1. Transport by Closed conveyance: Yes/No

13.2. Transport vehicle No: _____

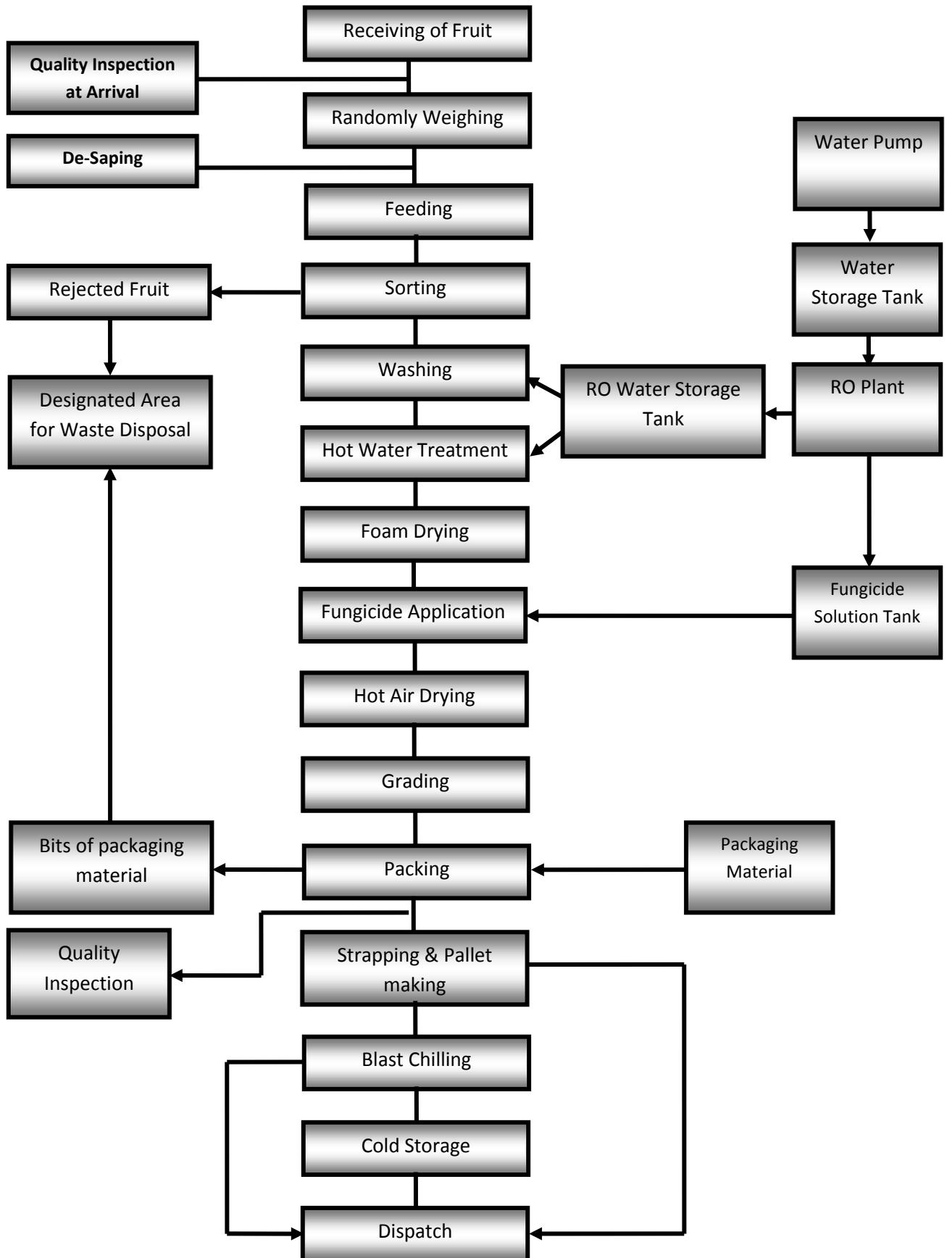
13.3. Date/Time of loading: _____

14. Authorized Signatory of Packing House

Facility: _____

(Name/Signature/Seal/Date)

PROCESS FLOW



PRODUCT TRACEABILITY & SEGREGATION

PURPOSE:

To ensure safety of the mangoes dispatched to customers by establishing & maintaining Traceability system and product recall during packing & distribution of mangoes at pack house.

SCOPE:

This procedure applies to Mango Pack house (Packing facility) used during packing & Distribution of mangoes.

PROCEDURE:

- A vehicle containing only the certified product from registered orchards carrying the following information.
 - Total # of Baskets
 - Farmer Name/Code
 - Block Code
- Unloading of certified product on designated area separately
- Finished products carry permanent, unique numbers allocated of material code, Laboratory batch number and Goods receipt slip number. The Code number, Batch Number and the GRS number form the foundation to ensure traceability of the Component/material/unit.
- Eight (8) digit stamp on the special packing only allocated for certified product. The eight (8) digits contain the following information
 - The first two digits contain the block codes.
 - Last six (6) digits contain the date code.
- Bin Sheets are created to identify every pallet of incoming raw material, which will contain information of a unique material number and laboratory batch number.
- Material Transfer Orders are created by production, which links raw material/component code number and lab. Batch number with the subsequent product code and Batch Production Number.
- Each batch is identified by the unique Product Code Number. QA team maintains the full list of Product code, description and specification numbers.
- Goods Booking Slip Number is allocated by production planner to identify each pallet of a Batch booked out of the production line.

Withdrawal/Recall of Certified Product

Recall is an effective method of removing or correcting defective/violative products that may represent a health hazard to the consumer or user. It is an action taken by a exporter/importer or distributor to carry out their responsibility to protect the public health and well-being.

1. Recall/Withdrawal Policy:

To implement a policy on recall/withdrawal, stop sales and impounding. This policy is to ensure that when these actions are warranted, implementation will be accomplished with maximum concern for public safety & welfare. These actions will be completed as quickly and effectively as possible and with minimum consequences to the Corporation or the public.

2. Recall classification

It means the numerical designation, i.e. Class I, Class II or Class III, assigned by the ZarPak Horticulture Product to indicate the relative degree of health hazard presented by the product being recalled.

1. **Class-I** is a situation in which there is a reasonable probability that the use of defective or a violative product will cause serious adverse health consequences or death.
2. **Class-II** is a situation in which the use of Defective or a violative product may cause temporary adverse health consequences or where the probability of serious adverse health consequences is remote.
3. **Class-III** is a situation in which the use of Defective or a violative product is not likely to cause any adverse health consequences but needs to be recalled.

3. Purpose:

- To check the quality of the produce in transition state for health security of the consumers.
- To establish an efficient system for the tracing & tracking of certified product from site of production to the end consumer.

4. Scope:

- Right from field to end consumer

5. Recall Committee:

- Recall Co-coordinator (Farid Khan Khakwani)
- Owner (*ZarPak Horticulture Products*)

6. Committee Responsibilities

- Consider all available information & formulate and make decisions dealing with:
 - a. Retrieval of affected product outside company controlled.
 - b. Disposition of affected products still within company controlled.

- c. Notify to regulatory agency if that appears necessary or desirable and the agency is not yet involved.
 - d. Statements for public or internal distribution.
- Direct the assembly of all information needed for decisions respecting a recall or withdrawal.

Potentially useful information including:

- A. The specific nature of the problem
- B. Exactly how, when, where and by whom the problem was identified.
- C. The certainty and seriousness of the problem.
- D. The particular products affected (Lot #, Batch #, Code #).
- E. The location, quantity, and control of all affected or potentially affected products.
- F. The names, addresses and phone numbers of all possible product locations or consignees.

7. Reasons/Events for Recall:

- Organoleptic defect.
- Physical appearance of the pack or shipping carton/case.
- Appearance (e.g. color, texture, foreign material).
- MRL's
- Decay of Registered Product
- Presence of pathogenic micro-organisms.
- Legal Requirement
- Presence of broken glass or other foreign materials that may harm the consumer
- Presence of contaminants or toxins in critical amounts.

8. Procedure:

1. Complaint is received which classifies as a Class I, II or III Recall.
2. A member of the recall committee will assemble other members of the recall committee.
3. Sales and administrative personnel will gather inventory sheets, order forms and manifest sheets for affected dates of productions.
4. The customer recall contact will be notified of the recall.
5. The recall committee will track the affected product to the first customer; dates of shipment and arrival are determined.
6. Sales personnel will notify the customers of the problem and will give the customer all pertinent information. The customer will be responsible for gathering, isolating and tagging all affected products at their location.
7. The transportation department will arrange transportation of affected product back to the warehouse.
8. If the customer does not call to verify that product has been located, isolated and tagged, sales personnel will contact them and report back to the recall committee.
9. Product is returned to the warehouse.
10. The recall committee will assemble once again to determine disposition; the owner will assure that the disposition process is properly handled.

11. A follow-up to the customer recall contact will be performed once a resolution has been determined.

Notification to the CB/Regulatory Agencies:

After the recall coordinator makes the decision to initiate the recall, he contacts the certification body/regulatory agency/government bodies. Therefore, the contact information for the individual in the appropriate regulatory agency should be included in the recall plan. The recall coordinator provides the following information to the regulatory agency to classify the recall:

1. Product ID (name, code number, lot number, size).
2. Reason for recall.
3. How the problem was discovered.
4. Quantity manufactured and distributed.
5. Distribution records.
6. Copy of recall communication.
7. Recall strategy and depth.
8. Public warning.

NOTE: *In case of Recall I & II the recall coordinator will immediately informs to the regulatory body/CB*

PRODUCT RECALL/WITHDRAWAL FORM

Date: _____

(Product identified with the following information has to be recalled / withdrawn)

1. Product Name?
2. What is the source of the complaint?
Name and Surname, Company/Department, Address (No., Street, P.O. Box, City)
Telephone, Fax
3. When was the complaint received? (Day/ Month/Year)
4. What is the reason for the complaint?
Product quality/Illness Packaging/MRL's/Colour/Appearance etc.
5. What tests have been carried out that support the complaint?
External (give results)
Internal (give results)
6. What is the detailed information about the product involved?
Product, Lot code, Date of Packing, Quantity
7. What is the depth of the recall?
Quantities and destinations product distributed
Destination, Date (Quantity sent), Unit Size/Weight

COMPLAINT HANDLING PROCEDURE

PURPOSE

To ensure effective recording and handling of customer complaints which can deliver customer satisfaction?

To find out the causes of recorded customer complaints for taking necessary corrective / preventive actions on timely basis.

DEFINITION

Consumer Products/Customer

Product which is from certified farms and non certified farms are sold to the end consumer distribution records are maintained properly.

Bulk Products

Product separated during quality control exercise packed in branded or unbranded cartons or sold loose i.e. in bulk to the Juice Factory who are using the product as a raw material and / or sell these in a different package or form.

Customer

A person, firm or company appointed by CEO who has been given (Exclusive) rights to distribute HACCP certified products in different countries for retailers, contractors, wholesalers and agents.

PROCEDURE

- Distributor/dealer immediately informs the respective export officer or local sales officer (SO) about product quality complaint which is likely to beyond fixed replacement.
- SO visits the distributor/dealer immediately and fills complaint form for information and investigate the problem.
- SO enters information on complaints record book and sends a copy of complaint form for investigation and corrective action to CEO for further action.
- CEO arranges investigation for quality control system and he asked QMS person to analyses the samples and checks:
 - Analyze and prepare complete analysis report of the samples.
 - Attach the result of the samples with complaint form.
- CEO calls a meeting of representatives from quality, production, store and engineering to take their views to give final decision. They suggest corrective actions.

COMPLAINT FORM (TO BE FILLED IN BY SALES OFFICER)

Dealer/Distributor (Country) _____ Date of SO's Visit _____

Sales Officer Name _____ Date of Dispatch _____

Date of Production _____ Lot No. _____

Date of Expiry _____ Product _____

Date of Complaint _____ Quantity _____

Nature of complaint (Complete statement from distributor)

Findings of Sales Officer

Decision of Sales Manager

Sales Officer

**COMPLAINT FORM (TO BE FILLED IN BY THE SALES AND MARKETING
MANAGER)**

Dealer/Distributor (Country) _____ Date of SO's Visit _____

Sales Officer Name _____ Date of Dispatch _____

Date of Production _____ Lot No. _____

Date of Expiry _____ Product _____

Date of Complaint _____ Quantity _____

Findings of Sales Officer

Remarks of Sales & Marketing Manager

Final Decision Taken by CEO/QMS PERSON

Sales & Marketing Manager

Quality Control Manager

STORAGE OF PACKAGING MATERIAL

PURPOSE:

To ensure safety of the mangoes dispatched to customers by establishing & maintaining proper storage conditions during receiving, unloading, inspection & storage of Packaging material at pack house.

SCOPE:

This procedure applies to storage facility for packaging material used at Mango Pack house.

PROCEDURE:

Note the outside condition of the carrier and inspect for:

- Holes, cracks or broken panels (permitting the passage of other sources of contamination).
- Doors or hatches that do not close adequately.
- Refrigeration unit not working (when applicable).

Open the door and inspect for:

- Temperature out of specification.
- Foreign / off-odors (e.g. chemical/solvent smell, fishy odor, rotten/spoilage odor, Insect / pest activity)
- Molds.
- The condition of the shipment e.g. damaged or dirty packaging, exposed product.
- Water damage.
- Non-food items e.g. previously carried goods that are non-compatible with food.
- Contaminated product (when you have reason to believe that the product is contaminated).
- Unlabeled products (labels, production date, best before date etc.)
- Government seal broken/missing (when applicable).
- Products from unapproved suppliers (check supplier list or check with purchaser).
- Pesticides

Any other material or contaminant which could affect finished, raw or packaging material

- If you suspect a problem like damage, contamination, filth or odors, notify your supervisor and/or QA manger immediately. All materials shipped in damaged, dirty, or infested vehicles will be rejected. Record the non-compliance on the Non compliant product and / or Transport Truck rejection Form.
- Unload the shipment and transfer to packaging material staging area.
- Inform QA Designate of the shipment.
- Record the details of the received materials on the - Receiving Log Sheet.
- Ensure the number of items, product type, product code, and shelf life match the packing slip. If the shelf life is less than 75%, inform the QA designate for further action, which may include rejecting the shipment or accepting based on shelf life and production requirements.

- Material deemed unacceptable (out of specification) will be tagged as such with a "HOLD" sign by the QA designate.
- The packaging material will be unloaded and staged in the receiving area.
- Store packaging and other items off the floor and at least 18 inches (50 cm) away from walls and ceilings. Maintain adequate space between the rows of stored products for cleaning, monitoring, and inspection.
- Undertake proper rotation of all packaging supplies and other materials on First In, First Out basis (FIFO).
- Use clean pallets; use slip-sheets between pallets and bags of ingredients and between double stacked pallets to protect pallets from damage by pallets.

IDENTIFICATION OF POTENTIAL HAZARDS

Methodology

Occurrence		Severity	
1	Remote possibility – once during the season	1	Negligible – no impact on food safety or too low/not detectable
2	Occasional event – once per week during the season	2	Marginal – only internal company target levels affected
3	Frequent event – once per day	3	Significant/Critical – public health risk /product recall – Major Impact on critical limits

Severity	High 3	LXH 1x3= 3	MXH 2x3= 6	HXH 3x3= 9
	Medium 2	LXM 1x2= 2	MXM 2x2= 4	HXM 3x2= 6
	Low 1	LXL 1x1= 1	MXL 2x1= 2	HXL 3x1= 3
		Low 1	Medium 2	High 3
	Occurrence			

The method used to establish CCP's within this HACCP plan has been based on the significance of each hazard as determined by the risk analysis table. Hazards which can be controlled, Prevented or eliminated by the application of Per-Requisite Program are not included in the HACCP table. Therefore these hazards have been identified in the risk analysis and have not been carried forward to the HACCP table as CCP's.

All other hazards not controlled by PRP and defined as highly significant within the Risk Analysis Table have been carried over to the HACCP table as a CCP. These hazards are all monitored and a record of that activity maintained.

Hazards defined as less than significant within the Risk Analysis Table are not carried over to the HACCP Table and may not be monitored or a record maintained.

TOTAL RISK = OCCURANCE x SEVERITY

Risk Description

Level 1	Not Significant
Level 2 or 4	Periodic Measurement required
Level 3	CCP but can be improved by control measures
Level 6 to 9	Significant, Specified Control Measures at this CCP Point

Risk Rating

Level 1	No health effect however, may deteriorate the quality and safety of product
Level 2 or 4	If the control measure fails, consumer may meet with diarrhea, abdominal cramping and slight headache
Level 3	If the control measure fails, as stated than consumers may be hospitalized
Level 6 to 9	If the control measure fails, as stated than consumers may be dead or may meet with chronic diseases

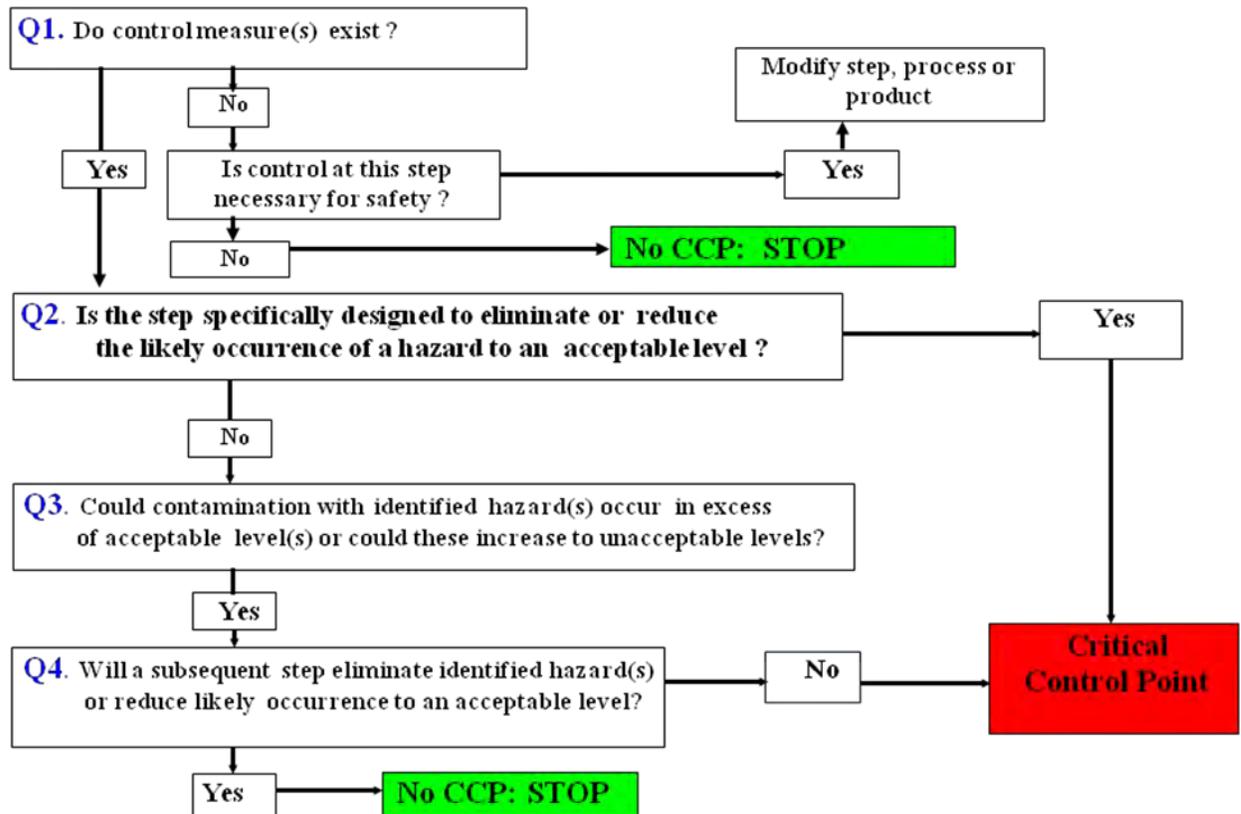
Hazard Analysis Work Sheet

Raw Material/ Process Step	Hazard Identification	Risk Assessment						Risk Category	Reasons for Significance	Control Measure
		Occurrence			Severity					
		L	M	H	L	M	H			
Harvested Mango	Biological	X					X	1x3 = 3	Contaminated Product could affect consumer	Sorting of decayed, putrefied and bruised fruits before or at farm gate
	Chemical		X				X	2x3 = 6	Contaminated Product could affect consumer	Chemical Application within defined limits with proper applicator and skilled operator MRL lab test
	Physical	X			X			1x1 = 1		Brushing away dust, sieving out foreign metal or picking out
Corrugated boxes, Pallets, Stickers/ Sticking materials (glue, tape), Stripe, Corners	Biological	X			X			1x1 = 1		Brazil Craft paper
	Chemical	X			X			1x1 = 1		food graded glue
Transportation to processing unit	Physical			X	X			3x1 = 3		Proper cleaning and sanitation of the material used during the transportation
Un loading	Physical		X		X			2x1 = 1		Proper training of the unloading labor
Feeding	Physical (injury)	X			X			1x1 = 1		Feed the produce in processing line carefully and proper training of the workers
Sorting	Biological (decayed, bruised and putrefied)	X					X	1x3 = 3	Contaminated Product could affect consumer	Sorting of decayed, putrefied and bruised fruits and proper training of the workers
Waste	Microbiological Contamination from personnel			X	X			3x1=3		Personnel entering the facilities are wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
	Physical Contamination from personnel Foreign body/Dust contamination	X			X			1x1 = 1		Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.

	from production environment									Glass procedures in place
Washing	Chemical		X		X			2x1 = 2		Annual test of potable water before start of season and use defined dose of chlorine if required
Hot water Treatment	Physical (injury)	X			X			1x1 = 1		Calibration of temperature Gauge and Motor speed
Foam Squeezer	Physical (Foam Pieces)	X			X			1x1 = 1		Change the foam roller and picking of foam pieces
Fungicide/wax application	Chemical	X					X	1x3 = 3	Contaminated Product could affect consumer	Application of chemicals with defined dose, proper applicator and skilled operator
Hot air drying	Physical (injury) Biological (Moisture)	X	X		X	X		1x1 = 1 2x2 = 4		Calibration of the temperature gauge and motor speed
Grading	Physical (Injury)	X			X			1x1 = 1		Sorted out the injured fruit
Pack & Label	personnel Microbiological Contamination from handling the fruit	X			X			1x1 = 1	Contaminated Product could affect consumer	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors.
	Chemical Contamination from non food grade crates / liners	X			X			1x1 = 1	Contaminated Product could affect consumer	All crates and liners are constructed of food grade plastic. Packing procedures in place.
Packaging input	Microbiological Contamination from packaging used to pack and label products	X			X			1x1 = 1	Contaminated Product could affect consumer	Packaging is sourced from approved suppliers Supplier approval procedures in place.
	Chemical Contamination from non food grade material	X			X			1x1 = 1	Contaminated Product could affect consumer	Primary packaging is made from food grade material. Packaging is sourced suppliers. Supplier approval procedures in place. Certificates confirming food grade packaging in place.
	Physical contamination from foreign bodies within packaging	X			X			1x1 = 1	Contaminated Product could affect consumer	Packaging is sourced from approved suppliers. Packaging is only taken into the harvesting areas when needed. It is not left in the area when not in use. All opened packaging, which hasn't been fully used, is recovered and stored sufficiently to prevent the risk of pest infestation. Packaging is sourced from approved suppliers. Supplier approval procedures in place. Certificates confirming food grade packaging in place.

	Microbiological Contamination from personnel							Contaminated Product could affect consumer trained to	Personnel entering the facilities are wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
Packaging Waste	Physical Contamination from personnel Foreign body/Dust contamination from production environment	X			X		1x1 = 1	Contaminated Product could affect consumer	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
Blast Chilling	Physical	X			X		1x1 = 1		Monitoring the temperature gauge
	Biological	X				X	1x3 = 3	Contaminated Product could affect consumer	
Cold Storage	Physical	X			X		1x1 = 1		Monitoring the temperature gauge
	Biological	X				X	1x3 = 3	Contaminated Product could affect consumer	
Dispatch	Physical Contamination from personnel Foreign body/Dust contamination from production environment	X			X		1x1 = 1		Wood policy is in place to ensure that only good quality, fully intact pallets are used for stacking fruit. Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place

CCP Decision Tree



CCP Decision Matrix

Process Step	Potential Hazard	Hazard Type	Q1	Q2	Q3	Q4	CCP (Y/N)	Control Measures
Transportation to processing unit	Bruising during transportation	Physical	YES	NO	NO	N/A	NO	Produce handling procedure during transportation
Product receiving	Truck standing temperature and time before off loading.	Physical	YES	NO	NO	N/A	NO	Produce handling procedure
Feeding	Bruising of fruits whilst feeding	Physical	YES	NO	NO	N/A	NO	Feed the produce in processing line carefully and proper training of the workers
Sorting	Poor personal hygiene standards	Biological	YES	NO	NO	N/A	NO	Standards, eg., hand wash etc. Pre-requisite Program (PRP) – cleaning & sanitation practices
	Poor cleaning standards of sorting conveyers/tables.	Biological/chemical	YES	NO	NO	N/A	NO	
Waste	Microbiological Contamination from personnel handling, pruning or training plants	Biological	YES	NO	NO	N/A	NO	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	Physical	YES	NO	NO	N/A	NO	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
Recycled waste	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	Physical	YES	NO	NO	N/A	NO	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
Washing	Non potable water source	Chemical	YES	NO	NO	N/A	NO	<ul style="list-style-type: none"> Annual test of potable water before start of season and use defined dose of chlorine if required. Pre-requisite Program (PRP) – cleaning & sanitation practices
	Proper cleaning of brushes	Biological	YES	NO	NO	N/A	NO	
Hot water Treatment	Contact Time & temperature	Physical	Yes	Yes	N/A	N/A	Yes	Pre-requisite Program (PRP) – cleaning & sanitation practices Handling procedure for HWT Laboratory results ensuring compliance to potable water standards. Calibration of temperature Gauge and Motor speed.
	Non-Potable water source	Biological/chemical						
Foam Squeezer	Foam Pieces	Physical	YES	NO	NO	N/A	NO	Change the foam roller and picking of foam pieces

Fungicide/wax application	Chemical Contamination	Chemical	Yes	Yes	N/A	N/A	Yes	Technical responsibility for determining suggested application quantity. Standard for used chemicals, to ensure that active ingredient is always present in recommended volume.
	Time/Temp. adequate waxing Chemical contamination-chemicals added to wax	Chemical						Waxing unit operations
Hot air drying	Proper drying of fruit to prevent fungal development in carton.	Biological	Yes	Yes	N/A	N/A	Yes	Calibration of the temperature gauge and conveyer motor speed.
Grading	Poor sizing	Physical	YES	NO	NO	N/A	NO	Sorted out the injured fruit
Pack & Label	Physical Contamination from personnel handling the fruit	Physical	YES	NO	NO	N/A	NO	Pre-requisite Program (PRP) – personal Hygiene practices Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors
	Chemical Contamination from non food grade crates / liners	Chemical						All crates and liners are constructed of food grade plastic. Packing procedures in place.
Packaging input	Microbiological Contamination from packaging used to pack and label products	Biological	YES	NO	NO	N/A	NO	Packaging is sourced from approved suppliers Primary packaging is made from food grade material. Supplier approval procedures in place. Certificates confirming food grade packaging in place. All opened packaging, which hasn't been fully used, is recovered and stored sufficiently to prevent the risk of pest infestation
	Chemical Contamination from non food grade material	Chemical						
	Physical contamination from foreign bodies within packaging or from the surrounding area	Physical						
Palletize	Dirty/less or oversized/sharp edges pallets used	Biological Physical	YES	NO	NO	N/A	NO	Pre-requisite Program (PRP) –Hygiene practices Wood policy is in place to ensure that only good quality, fully intact pallets are used for stacking fruit
	Poor strapping practice	Physical						
Blast Chiller & cold storage	Maintaining Temperature & time	Physical	YES	NO	NO	N/A	NO	Monitoring the temperature gauge
Container loading	Loading correct fruit to consignment order	Biological/ Physical	YES	NO	NO	N/A	NO	Container inspection/ Temperature Inspection
	Container conditions							
Dispatch	Physical Contamination from personnel handling the crop.	Physical	YES	NO	NO	N/A	NO	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and

	Foreign body/Dust contamination from production environment							records retained on personnel files. Glass procedures in place
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HACCP RECORDING DOCUMENTS

At Zarpak Horticulture Products (ZHP) the pre requisite program (PRP) is operative based upon the Codex General Principles of Food Hygiene and Good Manufacturing Practices and applicable legislation. In this regard, following work instructions and checklists are made available at the stage of operation:

List of work instructions and checklists:

S.NO.	DOCUMENT/RECORD NUMBER	DOCUMENT/RECORD NAME
WORK INSTRUCTIONS:		
1	ZHP/WI/01	Work Instruction for Inspection
2	ZHP/WI/02	Work Instruction for Cleaning of Cold Storage Room
3	ZHP/WI/03	Work Instruction for Cleaning of Machine Room
4	ZHP/WI/04	Work Instruction for Cleaning of plant
5	ZHP/WI/05	Work Instruction for waste management
6	ZHP/WI/06	Work Instruction for packing
7	ZHP/WI/07	Work Instruction for Monitoring Employees
8	ZHP/WI/08	Work Instruction for Transportation
9	ZHP/WI/09	Work Instruction for Purchase of Mango
Recording Formats:		
	ZHP /HK01	Checklist for Fire Extinguisher
	ZHP /HK02	Checklist for Maintenance of Cold Storage & Blast Chiller
	ZHP /HK03	Daily Cold Storage Temperature Monitoring Record
	ZHP /HK04	Weekly Checklist for Maintenance of Toilets & hand washing facility.
	ZHP /HK05	Daily Hot Dryer Temperature Monitoring Record
	ZHP /HK05	Daily Hot Water Dip temperature Monitoring Record
	ZHP /HK05	Daily Fungicide Application Record
	ZHP /HK06	Yearly Pest Management Control
	ZHP /HK07	Monthly Plant Monitoring Record
	ZHP /HK08	Yearly Spare Parts Changed checklist
	ZHP /HK09	Checklist for Hygiene of Personnel
	ZHP /HK05	Checklist for Maintenance of Generator
		Daily Blast Chiller Temperature monitoring Record

		Daily Cold Storage Temperature monitoring Record

زرپاک ہارٹیکلچر پراڈکٹس
موضع واہی رکی نزدنی وی بوٹر شجاع آباد
کولڈسٹوریج مشینری کی دیکھ بھال کی چیک لسٹ

تاریخ-----

وقت-----

نمبر شمار	چیک پوائنٹ	مشین	اصلاحی عمل	کس کا اطلاع دی	صحیح انجینر
1	سہول				
2	گیس لیول				
3	کمپریسر				
4	پائپ				
5	بیل				
6	ریکر				

کولڈسٹوریج انجینر

زرپاک ہارٹیکلچر پراڈکٹس

موضوع: وہی رکی نزدنی وی بوسٹرز شجاع آباد
روزانہ جنریٹری دیکھ بھال کی چیک لسٹ

تاریخ _____

وقت _____

نمبر شمار	چیک پوائنٹ	حالت	کس کا اطلاع دی	اصلاحی عمل	ریمارکس
1	بیٹری (چار بجے ہو گئی انہیں ہوتی لاپنی)				
2	آئل (صحیح یا صحیح نہیں)				
3	ریڈیو نمبر (لاپنی کافی لاپنی کافی نہیں)				
4	ڈیزل (کافی کافی نہیں)				
5	ایئر کیلبر (کافی کافی نہیں)				
6	فین بیلٹ (صحیح ٹوٹی ہوئی)				
7	جنریٹر وولٹیج				
8	آئل پریشر				
9	دھجہ حرارت (لاپنی اور آئل کا چیک کریں)				

جنریٹر آپریٹر

زرپاک ہارٹیکلچر پراڈکٹس
موضع واہی رکی نزدنی وی بوسٹر شجاع آباد
آگ بجھانے کے آلات کی چیک لسٹ

تاریخ _____

نمبر شمار	چیک پوائنٹ	اسٹینڈ	تجاویز	مارگت کی تاریخ	اصلاحی عمل	دستخط
1	کیا گیس بھری ہوئی ہے					
2	عام صورت حال (حالت)					
3	ایکسپائری کی تاریخ					

دستخط انچارج _____

زرپاک ہاڑ ٹیکلچر پراڈکٹس
موضع واہی رکی نزدنی وی بوسٹرشجاع آباد

کیڑے مکوڑوں سے بچاؤ کو یقین کرنے کا ریکارڈ

تاریخ -----

نمبر شمار	آلے کا نام	بوزرہ کی صفائی	تجاویز	اصلاحی عمل	دستخط
1	انسکیچوٹز				
2	ایرہوسل اسپرے				

پلانٹ انچارج -----

زرپاک ہارٹیکلچر پراڈکٹس

موضوع واہی رکی زدنی وی بوسٹر شجاع آباد

ماہانہ پلانٹ کو چیک کرنے کا ریکارڈ

مہینہ -----

نمبر شمار	چیک پلانٹ	اسٹینس	تجاویز	مارگت کی تاریخ	اصلاحی عمل	دستخط
1	ہوا کاگز (کنوکیاں، پھیسے)					
2	فرش کی صفائی					
3	مشین، پلانٹ اکی حالت					
4	مشین، پلانٹ اکی حالت					
5	حادثاتی الخلاء کے راستے					
6	آگ لگنے کی گھنٹی					
7	روشنی					
8	صاف پینے کے پانی کی دستیابی					
9	بجلی کے سوئچ اور تاریں					
10	جنگلی اخراج کا پلان					
11	آگ بجانے والے حالات					
12	ابتدائی طبی امداد کی دستیابی					
13	کیمنکل سنور کرنے کی حالت					
14	واش بیسن کی حالت					
15	دیگر صفائی اور حفاظت کی حالت					
16	اسٹریٹک مشین کی حالت					
17	طفر کی حالت					
18	پیٹ کی حالت					

دستخط انچارج

زرپاک ہارٹیکلچر پراڈکٹس

موضع واہی رکی نزدنی وی بوسٹر شجاع آباد

ورکرز کی صفائی کی چیک لسٹ

تاریخ

ریکارڈس	چیک پوائنٹ					ورکر کا نام	نمبر شمار
	کپڑے صاف ہیں یا نہیں	ہاتھ صاف ہیں یا نہیں	بال صاف ہیں یا نہیں	کوئی انفیکشن یا بیماری	ڈائریا / متلی کی کیفیت		
							1
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کوالٹی انچارج

زرپاک ہارٹیکلچر پراڈکٹس
موضع واہی رکی نزدنی وی بوسٹر شجاع آباد
سپیئر پارٹس کی چیک لسٹ

نمبر شمار	چیک لسٹ	تاریخ	تعمیر	تاریخ کی تاریخ	اصلاحی عمل	دستخط
1	برش کی تہریلی					
2	فوم کی تہریلی					
3	نوزل کی تہریلی					
4	آئل فلٹر کی تہریلی					
5	ڈیزل فلٹر کی تہریلی					
6	دیگر معلقو پتہریلیاں					

چھانٹ آپریتور