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**Rework**

**1. Introduction**

This document describes the procedures for reworking defective food products (NIC Code: 10101) to restore them to acceptable quality standards. Rework is only permitted for defects classified as minor and under specific conditions. All rework activities must adhere to strict hygiene and safety standards.

**2. Rework Authorization:**

Rework must be authorized by the quality control department. Authorization is only granted if the defect is minor and can be corrected without compromising food safety or quality. The authorization includes specifying the rework procedure and any required testing.

**3. Rework Procedure:**

The rework procedure will detail the steps required to correct the defect. This may include:

* Cleaning and sanitation of affected products.
* Repackaging of products.
* Retesting of products to verify that quality standards have been met.

**4. Documentation:**

All rework activities must be thoroughly documented, including:

* Date and time of rework.
* Quantity of products reworked.
* Description of the defect corrected.
* Rework procedure followed.
* Name of the personnel performing the rework.
* Results of any post-rework testing.

**5. Compliance Notes:**

* Rework must only be performed on products with minor defects.
* All rework activities must comply with GMP and food safety regulations.
* Thorough documentation of rework activities is essential.
* Records of reworked products must be clearly identified and segregated from non-reworked products.

**6. Practical Guidelines:**

* Establish clear criteria for authorizing rework.
* Develop standardized rework procedures for common defects.
* Train employees on proper rework techniques and hygiene practices.
* Regularly review rework records to identify potential improvements.

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