


	<b>GILES CHEMICAL ~ PREMIER MAGNESIA</b>		
	<b>Company Form</b>		
	Title: <b>Internal Audit Checklist – Building and Facilities</b>	Number: <b>Q12-PR-100-F008e</b>	
	Owner: <b>Katherine Cash</b>	Revision: <b>0</b>	
	Effective Date: <b>01/14/13</b>	Page: <b>1 of 3</b>	

Audit #: \_\_\_\_\_ Auditor(s): \_\_\_\_\_ Date: \_\_\_\_\_

Subpart C		
Buildings and Facilities	Document(s) Reviewed/Person(s) Interviewed/Objective Evidence/Comments:	Conforms to Requirements
Grounds have been properly maintained through the removal of litter and waste, cutting of grass and weeds adjacent to the plant, maintenance of roads and parking lots, providing adequate drainage, etc.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Waste treatment and disposal is adequate and does not provide a source of potential contamination.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Production Facility is maintained in a clean and sanitary condition and in a proper state of repair.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Entrances to the facilities are controlled and maintained to prevent contamination.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Cleaning and sanitizing compounds have been established for cleaning the facility. These agents are safe and adequate under the conditions of use.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Cleaning and sanitizing agents, pesticide chemicals and fungicides have been identified, used, held and stored in a manner that protects against adulteration of raw materials and in-process or finished products, and against contamination of processing equipment, utensils and packaging materials.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Procedures have been established to prevent entrance to the facility by pests and animals, including screens and barriers, rodent traps, insect traps or light traps, etc.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Pest control procedures have been established for the appropriate use of insecticides, fungicides, fumigants, rodenticides, etc.		<input type="checkbox"/> Yes <input type="checkbox"/> No

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The water supply is safe and sanitary and under suitable temperature and pressure. Water that may contact a product contact surface must meet US Federal, State and Local requirements for drinking water. Water used as a component of a non-parenteral drug product must meet USP purified water standards, and the water system must be validated.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Water sources do not act as a potential source of contamination, either due to water purity or due to the configuration and construction of the water delivery system.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Floor drainage is adequate (immediate and continuous drainage, no pooling, proper drain covers, etc.).		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bathrooms and wash facilities are kept clean and are not a potential source of contamination to components, products, contact surfaces, etc.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hand washing facilities are constructed in appropriate areas to ensure proper hand washing of personnel.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Solid waste and trash are disposed of appropriately and not allowed to accumulate.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Areas have been clearly defined or separated for receiving, inspecting and identifying, holding and withholding from use components, packaging and labels to be used.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Areas have been provided for quarantine and release of materials to be used in the manufacturing, packaging or labeling of product.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Working areas have adequate access and space, aisles are clear, etc. to allow for persons to perform their duties and protect against contamination.		<input type="checkbox"/> Yes <input type="checkbox"/> No
In areas where open vessels are used, there is adequate protection against contamination, e.g. use of protective coverings, physical location, use of screening, etc.		<input type="checkbox"/> Yes <input type="checkbox"/> No

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