



- 3.2.6. Monitor and document non-conformance observation, also known as discrepancy, using the Corrective Action Preventive Action-CAPA Report.
 - 3.2.7. Document control, records, and archive.
 - 3.3. Sanitation Personnel
 - 3.3.1. Perform SSOPs and quality validations to comply with food safety standards and avoid product contamination within the area.
4. Corrective Actions
- 4.1. Train all personnel on this policy and reference SSOPs
 - 4.2. In case of personnel non-compliance with this policy and reference SSOPs,
 - 4.2.1. Conduct investigation and root cause analysis
 - 4.2.2. Take corrective actions, including the re-training of the personnel.
 - 4.2.3. Implementation of the corrective action
 - 4.2.4. Monitoring and validation of the effectiveness of the corrective actions made.
5. Review - Quality
- 5.1. Annual review of compliance to Inspection/Quality Control Area requirements by observing the following:
 - 5.1.1. Online inspection is required.
 - 5.1.2. There is a suitable designated inspection control area.
 - 5.1.3. The inspection area is equipped with hand-washing facilities.
 - 5.1.4. The equipment used in the inspection station does not pose a product safety threat.
 - 5.1.5. Inspected material is suitably disposed of.
 - 5.1.6. Inspected material is not returned to production.
 - 5.1.7. The inspection station is kept clean.

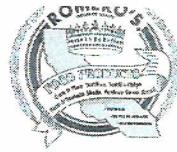
6. History

Revision No.:	Revision Date:	Description of Change:	Originator / Author Name:	Title / Department:
0	20220223	Original	Arnel Ryan	PCQI / Compliance
1	20230921	1. Aligned with the updated program. 2. Updated the Policy, Procedure, Corrective Action, Responsibility, Review-Quality, and Comprehension Quiz	Arnel Ryan	PCQI / Compliance

Requirements:

- (1) The trainee (employee/visitor) has read or received a verbal translation of all or part of the policy, procedure, method, and/or SOP for which they are being trained.
- (2) The trainee has observed a demonstration of the task they are to perform or the procedure for which they are being trained as required.
- (3) The trainee has demonstrated the ability to perform the task with acceptable proficiency and minimal supervision.

TRINNEE (Print Name): <i>Douglas Gamez</i>	TRINNEE (Signature): <i>[Signature]</i>	Date: <i>1/26/24</i>	Department: <i>#60</i>
Trainer / Supervisor (Print Name): <i></i>	Trainer (Signature): <i></i>	Date: <i></i>	Department: <i></i>



- 3.3. Supervisors or department heads and team leaders are responsible to;
 - 3.3.1. Ensure (inspect) and verify this policy and procedure is adhered to and;
 - 3.3.2. Take corrective action to ensure compliance with this policy.
- 3.4. Quality Department
 - 3.4.1. Validate training and adherence to policy and procedure.
 - 3.4.2. Monitor and document non-compliances or discrepancies using the *Corrective Action Preventive Action-CAPA Report*.
 - 3.4.3. Document control, records, and archive.
- 3.5. Maintenance
 - 3.5.1. Ensures compliance with the required standards when installing light fixtures.

4. Corrective Action

- 4.1. Train all personnel in this policy and reference SSOPs.
- 4.2. In case of personnel non-compliance with this policy and reference SSOPs,
 - 4.2.1. Conduct investigation and root cause analysis.
 - 4.2.2. Take corrective actions, including the re-training of the personnel.
 - 4.2.3. Implementation of the corrective action
 - 4.2.4. Monitoring and validation of the effectiveness of the corrective actions made.

5. Review – Quality

- 5.1. Annual review of compliance through observation of the following:
 - 5.1.1. Lighting intensity is sufficient in food processing areas.
 - 5.1.2. Lighting intensity is sufficient at inspection stations.
 - 5.1.3. Lighting intensity is sufficient in warehousing and storage areas.
 - 5.1.4. Light fixtures are shatterproof or protected and pose no threat to product safety.
 - 5.1.5. Light fittings are intact – there is no sign of breakage.
 - 5.1.6. Light fittings are clean and part of a regular cleaning regime.

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TRINNEE (Print Name):	TRINNEE (Signature):	Date:	Department:
DONALAS GOMEZ		1-26-24	HF60

20230921.R1

Romero's Food Products Inc.
15155 Valley View Ave. Santa Fe Springs CA 90670

RFP-QMS-11.1.3.P0.L0



NAME (Print):

DUNLAS OAMEZ

Date:

1-26-24

Comprehension Quiz

Direction: Choose the best answer and encircle the letter.

1. When light fittings are suspended from cables, the top of the fitting is sloped at an angle that permits easy cleaning.
 A. True
B. False

2. Light fittings in food processing and handling areas are fitted with _____ installed.
A. protective covers
B. shatterproof lights
 C. Both A and B

3. All glass lighting is enclosed in shatterproof materials to prevent glass contamination of the product. This includes _____ and shipping areas.
A. operating and warehouse areas
B. packaging areas
C. receiving areas
 D. All the above

4. For the safety and comfort of employees, all general light is maintained at 30-foot candles. Inspection areas will be held at _____.
 A. 50-foot candles
B. 40-foot candles
C. 30-foot candles

5. Who ensures compliance with the required standards when installing light fixtures?
A. Quality Department
 B. Maintenance Department
C. HR Department

UPON COMPLETION – EMAIL TO rfp@interlinkiq.com