



Daily Pre-Operation Audit - Packing Area

SQF 11.2.5.

Employee

Date

1	CONDITION OF ROOM AND EQUIPMENT	Yes	No	Observation/Non-Conformance	Performed by	Performed date/time
1.1	Are soap, sanitizer, and gloves supplied available to cover the entire shift?					
1.2	Are floors clean, dry, and in good condition?					
1.3	Are all ceiling lights intact and working properly?					
1.4	Wall and ceiling are clean, well-maintained, and in good repair.					
1.5	Are all trash cans clean, and do they match the color (gray/black) for this area?					
1.6	Is the hand-wash station clean and properly supplied?					
1.7	Is hot water available?					
1.8	Is the handwash signed posted both in English and Spanish?					

1.9	No wooden utensils are present inside the processing room.					
1.10	Are all cutting boards clean and in good condition?					
1.11	Are all knives clean and in good condition?					
1.12	Are all plastic stored containers clean and in good condition?					
1.13	Are all chemicals and spray bottles properly labeled?					
1.14	Are buckets for sanitizing solutions available and labeled?					
1.15	Are rags available (COLOR)?					
1.16	Are all-stainless-steel tables clean, free of any food debris, and in good condition?					
1.17	Are stand-to-keep products off the floor available?					

Verified By

