

The Pickapeppa Company Limited

Pest Control

Internal Audit Report

Audit Dates: September 16, 2021 - November 8,
2021

Audit Report: Pest Control Internal Audit
Company Limited

Audit: Report No. 337

Audited Facility: Company Limited

Address:

Audit Team: Khamisha Williams, Tiffani Stewart, Majorie Jennings-Dawkins,
Oshayne Malcolm, Clayton Berry

Date Of Audit: September 16, 2021 - November 8, 2021

Scope Of Audit: The pest control process at The Pickapeppa Company Limited.

Contact Person:

Summary of Non-Conformities Identified in The Internal Audit Process

Process #	Process Names	Non Conformances
1	Pest Control	1
	TOTAL	1

Summary of Conformities Identified in The Internal Audit Process

Process #	Process Names	Conformances
1	Pest Control	3
	TOTAL	3

Summary of Opportunities for Improvement Identified in The Internal Audit Process

Process #	Process Names	Conformances
1	Pest Control	4
	TOTAL	4

AUDIT BRIEF

Audit Ref	1627498867	Audit of:	Pest Control
Date Scheduled	September 16, 2021 - November 8, 2021	Locations	All areas of the facility
Audit Team: Khamisha Williams, Tiffani Stewart, Najorie Jennings- Dawkins, Oshayne Malcolm, Clayton Berry Audit Team Leader: Khamisha Williams		Process Owner(s): 	Tiffani Stewart-Product Development Specialist
Purpose: To determine if the pest control process is conforming to accepted criteria, to determine if the process is effective and if there maybe any opportunities of improvement.			
Background and Context: This is a scheduled audit in keeping with our mandate to audit our processes based on the potential risks they pose to the product.			
Scope: The pest control process at The Pickapeppa Company Limited.			
Criteria: PRP-1070: Pest Control, ISO/TS 22002-1:2009, Clause 12, Pest Control			
Objectives: To identify conformities, effectiveness and opportunities for improvement and report any non- conformities where they may exist.			

Company Limited Audit Plan

Opening Meeting:

Who: Khamisha Williams, Tiffani Stewart, Najorie Jennings-Dawkins, Oshayne Malcolm, Clayton Berry, Dianna Tomlinson, Everton Powell, Georgette Clarke

When: Thursday, `September` `16`, 2021

Where: Board Room

What to cover: Audit Plan

The Audit

Audit Plan

Closing Meeting:

Who: Khamisha Williams, Tiffani Stewart, Najorie Jennings-Dawkins, Oshayne Malcolm, Clayton Berry, Dianna Tomlinson, Everton Powell, Georgette Clarke

When: To be determined

Where: Board Room

AUDIT SCHEDULE

Processes	Auditor	Auditee	Date/Time
Pest Control	Najorie Jennings-Dawkins	Everton Powell	August 10, 2021 9:09 AM - FAugust 10, 2021 9:09 AM

CONFORMITY REPORTS – PEST CONTROL

Audit of: Pest Control	Auditor: Najorie Jennings-Dawkins	Audit Criteria: ISO 22002-1:2009;12.1	Auditees: Everton Powell
<p>Audit Evidence:</p> <p>According to Georgette Clarke, the inventory clerk, all incoming materials are properly inspected by her or a delegate before they are put in storage.</p>			
<p>Evaluation:</p> <p>The Transportation Log-Purchasing form, PRP-1042, has six areas where checks are to be made to ensure that contaminants are not overlooked.</p>			
<p>Effectiveness:</p>			

CONFORMITY REPORTS – PEST CONTROL

Audit of: Pest Control	Auditor: Najorie Jennings-Dawkins	Audit Criteria: ISO 22002-1:2009; 12.6	Auditees: Everton Powell
<p>Audit Evidence:</p> <p>According to Tiffani Stewart, the pest control operator, only trained persons are allowed to use pesticide. Everton Powell is the only person, apart from her, who is allowed to use pesticide. Training records showed that the last time Everton was trained was on March 10, 2020.</p>			
<p>Evaluation:</p> <p>A refresher training is recommended for Everton Powell since he was last trained over 1 year ago and procedures would have been updated after that.</p>			
<p>Effectiveness:</p>			

CONFORMITY REPORTS – PEST CONTROL

Audit of: Pest Control	Auditor: Najorie Jennings-Dawkins	Audit Criteria: ISO 22002-1:2009; 12.6	Auditees: Everton Powell
<p>Audit Evidence:</p> <p>According to the standard, all records of pesticide use shall be maintained to show the type, quantity and concentrations used; where, when and how applied, and target pest. Upon investigation, a Central Pest Control & Maintenance Form , No. 355, dated April 30, 2021, had the following information present: The name of the</p>			

pesticide: Actellic Quantity used: 3 litres Concentration: 2% Location: All areas of processing plant Method of application: Fogging Target pests: Flies and mosquitoes
Evaluation:
All relevant information was present on the pesticide application form that was completed by external contractor.
Effectiveness:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00001		
Non-Conformity Report #: 1	Auditor (s): Najorie Jennings Dawkins	Date: August 10, 2021
Audit of : Pest Control	Audit Criteria: ISO 22002-1:2009;12.3	
Statement of Nonconformity:		
<p>Upon inspection there were quite a few openings observed that served as pest entry sites: 1. Barrel storage area two- The door was left open and there were evidence of pest activities on the wall behind that area. 2. The change room door was left ajar 3. The windows in the dining area for the workers were not properly sealed 4. There were openings in the processing area that revealed an empty space behind it 5. The barrel storage area 1 had a space that opened to the elements. 6. The eave in onion storage area had light rays coming through According to the standard, buildings shall be maintained in good repair. Holes, drains and other potential pest access points shall be sealed. Based on conclusions drawn the facility was in breach of this standard and so a nonconformity was raised.</p>		
Responsible Party: Dianna Tomlinson		
Auditor Signature:	Signature:	

OPPORTUNITY REPORT		
Incident Identification Number: 000000.00001		
Opportunity Report #: 1	Auditor (s): Najorie Jennings Dawkins	Date: August 10, 2021
Audit of : Pest Control	Audit Criteria: ISO 22002-1:2009;12.2	
Statement of Opportunity:		

Even though Ms. Stewart was previously certified it would be recommended to have the certificate of the nominated person/s current.

Responsible Party: Dianna Tomlinson

Auditor Signature:

Signature:

OPPORTUNITY REPORT

Incident Identification Number: 000000.00002

Opportunity Report #: 2	Auditor (s): Najorie Jennings- Dawkins	Date: August 10, 2021
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Audit of : Pest Control	Audit Criteria: ISO 22002-1:2009;12.2	
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Statement of Opportunity:

Even though an approved chemical list is present it didn't specify what areas of the facility they were approved for.

Responsible Party: Dianna Tomlinson

Auditor Signature:

Signature:

OPPORTUNITY REPORT

Incident Identification Number: 000000.00003

Opportunity Report #: 3	Auditor (s): Najorie Jennings- Dawkins	Date: August 10, 2021
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Audit of : Pest Control	Audit Criteria: ISO 22002-1:2009;12.5	
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Statement of Opportunity:

The bait map did not have locations of the facility labelled on it so it was difficult to locate where the bait stations were positioned.

Responsible Party: Dianna Tomlinson

Auditor Signature:

Signature:

OPPORTUNITY REPORT

Incident Identification Number: 000000.00004

Opportunity Report #: 4	Auditor (s): Najorie Jennings- Dawkins	Date: August 10, 2021
Audit of : Pest Control	Audit Criteria: ISO 22002-1:2009; 12.6	
<p>Statement of Opportunity:</p> <p>Eradications measures seem to be effective in managing infestations of rodents and insects. However, measures need to be considered for controlling the presence of lizards in the facility, especially since pest entry sites have been observed.</p> <p>Responsible Party: Dianna Tomlinson</p>		
Auditor Signature:		Signature: