

The Pickapeppa Company Limited

Filling (OPRP 2 and Preventive Control
Human Food)

Internal Audit Report

Audit Dates: October 13, 2020 - December 1, 2020

Audit Report: Filling (OPRP 2 and Preventive Control Human Food) Internal Audit Company Limited	Audit: Report No. 286
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Audited Facility: Company Limited
 Address:
 Audit Team: Tiffani Stewart
 Date Of Audit: October 13, 2020 - December 1, 2020
 Scope Of Audit: The Filling process at The Pickapeppa Company Limited
 Contact Person:

Summary of Non-Conformities Identified in The Internal Audit Process

Process #	Process Names	Non Conformances
	TOTAL	0

Summary of Conformities Identified in The Internal Audit Process

Process #	Process Names	Conformances
1	Filling (OPRP 2 and Preventive Control for Human Food)	9
	TOTAL	9

Summary of Opportunities for Improvement Identified in The Internal Audit Process

Process #	Process Names	Conformances
1	Filling (OPRP 2 and Preventive Control for Human Food)	1
	TOTAL	1

AUDIT BRIEF

Audit Ref	1602618091	Audit of:	Filling (OPRP 2 and Preventive Control Human Food)
Date Scheduled	October 13, 2020 - December 1, 2020	Locations	Bottling Plant
Audit Team: Tiffani Stewart	Process Owner(s):	Najorie Jennings-Dawkins- Production Manager	
Audit Team Leader: Khamisha Williams			
<p>Purpose:</p> <p>To ensure the Filling process meets the requirements of the HACCP Programme, FSSC 22000 (ISO 22002-1, ISO 22000 and the 5 additional requirements).</p>			
<p>Background and Context:</p> <p>Scheduled Internal Audit at The Pickapeppa Company Limited of the Filling Process which is a part of the HACCP Programme</p>			
<p>Scope:</p> <p>The Filling process at The Pickapeppa Company Limited</p>			
<p>Criteria:</p> <p>HP-3090, ISO 22000:2018 and ISO 22002-1-2009</p>			
<p>Objectives:</p> <p>To determine the conformity, effectiveness and opportunities for improvement of the filling process</p>			

Company Limited Audit Plan

Opening Meeting:

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

When: Thursday, `October` `15`, 2020

Where: Board Room

What to cover: Audit Plan

The Audit Plan

Closing Meeting:

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

When: To be determined

Where: Board Room

AUDIT SCHEDULE

Processes	Auditor	Auditee	Date/Time
Filling (OPRP 2 and Preventive Control for Human Food)	Tiffani Stewart	Clayton Berry	October 29, 2020 10:00 AM - FOctober 29, 2020 3:00 PM

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP3090:4.1.2.1-4.1.2.4	Auditees: Clayton Berry
<p>Audit Evidence:</p> <p>Marlon Bailey stated that sauce is first mixed in the holding tank and then channeled to the filling machine . Bottles are then loaded onto the conveyor and then fed to the filling machine where they are filled with sauce .Bottles are then fed to the capper .</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP-3090:4.1.2.5-4.1.2.6	Auditees: Clayton Berry
<p>Audit Evidence:</p> <p>Marlon Bailey stated that after bottles are filled with sauce they are then fed to the capper where cap with liner is affixed to the top of the bottles.</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control	Auditor: Tiffani Stewart	Audit Criteria: HP3090 : 4.1.1.9	Auditees: Clayton Berry
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for Human Food)			
<p>Audit Evidence:</p> <p>Filling- Sharon Smythe stated that if a bottle is not properly filled it is added to the conveyor where it is refilled. Capping-Mary Lake stated that when a bottle is not capped properly, an alarm goes off, the bottle is removed from the conveyor, capped manually and placed back onto the conveyor. Labelling-Sharon Smythe stated that bottles that are not properly labelled are re-labelled manually and placed onto the conveyor before they are coded. Sealing - Mary Lake states that if bottles are not sealed properly the seal is cut off and a new seal is applied manually and heat fixed through the heating tunnel. Coding - Georgette Clarke states that if no code was printed onto the bottle, the bottle is placed back onto the conveyor where it is coded. If the code is incorrect or incomplete, it is cleaned off with alcohol and a new code applied.</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP 3090:4.1.2.7-4.1.2.9	Auditees: Clayton Berry
<p>Audit Evidence:</p> <p>Barrington McLean states that glue from pallet goes to the label basket and then onto bottle by brush and air and bottle with sauce is labelled and then coded. The Jog button is pressed to ensure that label alignment is done. The start and run buttons are pressed to start the labeling machine . The seal is cut using a knife within the machine and is placed on a capped bottle. Bottle with seal on the cap is then coded and passes through the heating tunnel where seal is affixed to the cap of the bottle.</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE

CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP 3090:4.1.2.2	Auditees: Clayton Berry
<p>Audit Evidence:</p> <p>Sharon Smythe stated that Supervisors or other employees(assigned) are responsible for entering codes into the Inkjet Printer.</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP 3090: 4.1.2.10	Auditees: Clayton Berry
<p>Audit Evidence:</p> <p>Gorgette Clarke stated that the BB date is in the first line and has the following format :BBJAN012017. The batch number is in the second line and has the following format:A01K001PCL . The PCL initials at the end represents Pickapeppa Company Limited. Pickapeppa Sauce seen: BB Nov 10, 2023 K10O059PCL</p>			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: Food Safety Plan, HP 3100	Auditees: Clayton Berry
Audit Evidence:			

Khamisha Williams states that: 1) Filling temperature and headspace sterilization time. Filling temperature ? 75 Sterilization time - 3 minutes Record-Temperature and Headspace Sterilization Form HP 3007 Rev #2 Reviewed by :T.Stewart on September 11, 2020 Thermometer was calibrated on June 12, 2020 Calibration report from BSJ-CALR/21/2020/3648 2)Cooking Temperature for Mango sauces should be greater than 90degrees C Record-Cooking Log Mango Sauce HP3004Rev#9 Reviewed by T.Stewart on September 9, 2020. All Mango sauces were cooked at 90 degrees C and above for 20 minutes.

Evaluation:

Effectiveness:

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: HP 3100	Auditees: Clayton Berry
Audit Evidence:			
Khamisha Williams stated that mango sauces are inverted after filling to sterilize the headspace . It is done for at least 3 minutes. Temperature and Headspace Sterilization Form HP3007 Rev#2 Reviewed by: T.Stewart on September 11, 2020			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – FILLING (OPRP 2 AND PREVENTIVE CONTROL FOR HUMAN FOOD)

Audit of: Filling (OPRP 2 and Preventive Control for Human Food)	Auditor: Tiffani Stewart	Audit Criteria: Food Safety Plan, HP 3100	Auditees: Clayton Berry
Audit Evidence:			
HP-3100 OPRP and HACCP PLAN The plan outlines what corrections and			

corrective actions are to be taken if deviation occurs. Khamisha Williams stated that:
 1) If Sauces are not cooked at the required temperature then the cooking time is extended or sauce is discarded
 2) If the required filling temperature is not obtained then the sauce is transferred to the holding tank until the desired temperature is obtained.

Evaluation:

Effectiveness:

OPPORTUNITY REPORT

Incident Identification Number: 000000.00001

Opportunity Report #: 1	Auditor (s): Tiffani Stewart	Date: October 29, 2020
Audit of : Filling (OPRP 2 and Preventive Control for Human Food)	Audit Criteria: HP 3090:4.1.1.10	
<p>Statement of Opportunity:</p> <p>Information seen on cartons was BBNOV10, 2023-first line and BN-K10O59- second line. Batch numbers seen on the cartons were INCORRECT- they had six characters and should have seven characters . Information that was printed on the bottles of sauces was correct:BBNOV10, 2023 BN-K10O059PCL</p> <p>Responsible Party: Najorie Jennings-Dawkins</p>		
Auditor Signature:		Signature: