

The Pickapeppa Company Limited

Food Safety Management System

Internal Audit Report

Audit Dates: October 5, 2022 - October 5, 2022

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| Audit Report: Food Safety Management System Internal Audit Company Limited | Audit: Report No. 349 |
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Audited Facility: Company Limited

Address:

Audit Team: Khamisha Williams, Clayton Berry, Crystal Robinson, Raylene Harris

Date Of Audit: October 5, 2022 - October 5, 2022

Scope Of Audit: All processes, documentation and activities at The Pickapeppa Company Limited to ensure conformance to the audit criteria.

Contact Person:

Summary of Non-Conformities Identified in The Internal Audit Process

| Process # | Process Names | Non Conformances |
|-----------|--|------------------|
| 1 | Cleaning, Sanitizing and Environmental Monitoring Procedures | 1 |
| 2 | Construction and Layout of Buildings, Premises and Workspace | 1 |
| 3 | Equipment Suitability, Cleaning and Maintenance | 2 |
| 4 | Pest Control | 1 |
| 5 | Training | 1 |
| 6 | Waste Disposal | 2 |
| | TOTAL | 8 |

Summary of Conformities Identified in The Internal Audit Process

| Process # | Process Names | Conformances |
|-----------|--|--------------|
| 1 | Barrel Management | 6 |
| 2 | Bottling Filling - (OPRP - 2) | 5 |
| 3 | Chemical Control | 7 |
| 4 | Cleaning, Sanitizing and Environmental Monitoring Procedures | 5 |
| 5 | Construction and Layout of Buildings, Premises and Workspace | 7 |
| 6 | Context of the Organization | 5 |
| 7 | Continual Improvement | 5 |
| 8 | Control of Sharp Object | 5 |
| 9 | Cooking (OPRP - 1) | 11 |
| 10 | Coronavirus | 4 |
| 11 | Correction and Corrective Action | 4 |
| 12 | Customer Complaint | 4 |
| 13 | Destruction of Trademark Items | 3 |
| 14 | Equipment Suitability, Cleaning and Maintenance | 5 |
| 15 | Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | 8 |
| 16 | Food Defense, Biovigilance and Bioterrorism | 9 |
| 17 | FSSC Additional Requirements (In conjunction with PreRequisite Programs) | 2 |
| 18 | FSSC Additional Requirements (Logo Use) | 3 |
| 19 | FSSC Additional Requirements (TACCP & VACCP) | 7 |
| 20 | HACCP Programme | 7 |

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| 21 | Internal Audit | 5 |
| 22 | Lab Analysis | 3 |
| 23 | Management of Allergens | 3 |
| 24 | Management of Purchased/Supplied Materials and Services | 4 |
| 25 | Management Responsibility | 3 |
| 26 | Measures for Prevention of Cross Contamination | 6 |
| 27 | Milling of Dry Ingredients, Weighing, Dicing and Peeling | 5 |
| 28 | Non-conforming Raw Materials and Finished Products | 4 |
| 29 | Packing List | 4 |
| 30 | Personnel Hygiene and Employee Facilities | 6 |
| 31 | Pest Control | 6 |
| 32 | Preserved Peppers | 6 |
| 33 | Product Information/Consumer Awareness | 5 |
| 34 | Recall and Traceability/Mock Recall | 7 |
| 35 | Receival and Verification of Raw and Packaging Materials | 5 |
| 36 | Shipping | 5 |
| 37 | Training | 4 |
| 38 | Utilities - air, water, energy | 5 |
| 39 | Verification and Validation | 3 |
| 40 | Visitor Control | 7 |
| 41 | Warehousing | 5 |
| 42 | Waste Disposal | 5 |
| | TOTAL | 218 |

Summary of Opportunities for Improvement Identified in The Internal Audit Process

| Process # | Process Names | Conformances |
|-----------|--|--------------|
| 1 | Construction and Layout of Buildings, Premises and Workspace | 3 |
| 2 | Coronavirus | 1 |
| 3 | Food Defense, Biovigilance and Bioterrorism | 1 |
| 4 | FSSC Additional Requirements (TACCP & VACCP) | 2 |
| 5 | Management of Purchased/Supplied Materials and Services | 1 |
| 6 | Management Responsibility | 1 |
| | TOTAL | 9 |

This is an annual audit of the FSSC 22000 Food Safety Management System to help to determine conformity, effectiveness, and opportunity to improve the processes which support the certified management system of the Pickapeppa Company Limited.

AUDIT BRIEF

| | | | |
|-----------------------------------|-----------------------------------|---|--------------------------------|
| Audit Ref | 1629211859 | Audit of: | Food Safety Management System |
| Date Scheduled | October 5, 2022 - October 5, 2022 | Locations | The Pickapeppa Company Limited |
| Audit Team: Khamisha Williams, | Process Owner(s): | Khamisha Williams-Quality Assurance Manager | |

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| Clayton Berry, Crystal Robinson, Raylene Harris | Dianna Tomlinson-General Manager Crystal Robinson-Food Safety and Product Development Coordinator Raylene Harris |
| <p>Audit Team Leader: Khamisha Williams</p> | |
| <p>Purpose:</p> <p>To ensure that the Food Safety Management System continues to conform to the Company's, FSSC 22000 v 5.1, regulatory and customer requirements where applicable. The audit will seek to determine if there are any opportunities for improvement.</p> | |
| <p>Background and Context:</p> <p>The Pickapeppa Company Limited is seeking to ensure that the FSSC 22000 v 5.1 management system continues to conform.</p> | |
| <p>Scope:</p> <p>All processes, documentation and activities at The Pickapeppa Company Limited to ensure conformance to the audit criteria.</p> | |
| <p>Criteria:</p> <p>ISO 22000:2018, ISO 22002-1:2009, Pickapeppa Food Safety Management System, Pickapeppa Quality Control Manual.</p> | |
| <p>Objectives:</p> <p>To assess the Food Safety Management System for conformance to the audit criteria and identify any opportunity for improvement.</p> | |

Company Limited Audit Plan

Opening Meeting:

Who: Khamisha Williams, Clayton Berry, Dianna Tomlinson,

When: Friday, `August` `12`, 2022

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| Where: Board Room |
| What to cover: Audit Plan |
| The Audit Audit Plan |
| Closing Meeting: Who: Khamisha Williams, Clayton Berry, Dianna Tomlinson, When: To be determined Where: Board Room |

AUDIT SCHEDULE

| Processes | Auditor | Auditee | Date/Time |
|-----------|-------------------|------------------|---|
| | | Dianna Tomlinson | September 9, 2021 9:03 AM - FSeptember 9, 2021 4:03 PM |
| | Khamisha Williams | Dianna Tomlinson | September 8, 2021 9:06 AM - |

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|---|-------------------|-------------------|--|
| | | | FSeptember 8, 2021 11:06 AM |
| | | Dianna Tomlinson | September 16, 2021 10:53 AM - FSeptember 16, 2021 3:53 PM |
| Recall and Traceability/Mock Recall | Clayton Berry | Georgette Clarke | September 1, 2022 9:00 AM - FSeptember 1, 2022 9:30 AM |
| Coronavirus | Crystal Robinson | | September 1, 2022 9:00 AM - FSeptember 1, 2022 9:20 AM |
| Verification and Validation | Raylene Harris | Khamisha Williams | September 1, 2022 9:00 AM - FSeptember 1, 2022 9:30 AM |
| Construction and Layout of Buildings, Premises and Workspace | Raylene Harris | | August 31, 2022 9:01 AM - FAugust 31, 2022 10:01 AM |
| | Khamisha Williams | Everton Powell | August 31, 2021 8:37 AM - FAugust 31, 2021 2:37 PM |
| Context of the Organization | Khamisha Williams | | August 30, 2022 9:45 AM - FAugust 30, 2022 10:45 AM |
| FSSC Additional Requirements (Logo Use) | Raylene Harris | | August 30, 2022 9:22 AM - FAugust 30, 2022 9:42 AM |
| Shipping | Crystal Robinson | | August 30, 2022 2:29 PM - FAugust 30, 2022 2:59 PM |
| Management of Allergens | Clayton Berry | | August 30, 2022 10:00 AM - FAugust 30, 2022 10:15 AM |
| Management Responsibility | Khamisha Williams | | August 29, 2022 9:02 AM - FAugust 29, 2022 10:32 AM |
| Milling of Dry Ingredients, Weighing, Dicing and Peeling | Crystal Robinson | Everton Powell | August 29, 2022 11:20 AM - FAugust 29, 2022 11:40 AM |
| Food Defense, Biovigilance and | Khamisha Williams | | August 26, 2022 9:19 AM - FAugust |

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|--|-------------------|-------------------|--|
| Bioterrorism | | | 26, 2022 10:19 AM |
| Receival and Verification of Raw and Packaging Materials | Crystal Robinson | Georgette Clarke | August 26, 2022 9:17 AM - F August 26, 2022 9:47 AM |
| Chemical Control | Clayton Berry | | August 26, 2022 9:03 AM - F August 26, 2022 9:33 AM |
| Lab Analysis | Raylene Harris | Khamisha Williams | August 26, 2022 9:03 AM - F August 26, 2022 9:43 AM |
| Equipment Suitability, Cleaning and Maintenance | Khamisha Williams | | August 25, 2022 9:25 AM - F August 25, 2022 10:25 AM |
| Internal Audit | Crystal Robinson | Khamisha Williams | August 25, 2022 8:30 AM - F August 25, 2022 9:00 AM |
| Waste Disposal | Clayton Berry | | August 25, 2022 11:00 AM - F August 25, 2022 11:45 AM |
| FSSC Additional Requirements (TACCP & VACCP) | Khamisha Williams | | August 24, 2022 9:21 AM - F August 24, 2022 10:51 AM |
| HACCP Programme | Raylene Harris | Khamisha Williams | August 24, 2022 9:03 AM - F August 24, 2022 9:53 AM |
| Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Clayton Berry | Everton Powell | August 24, 2022 11:00 AM - F August 24, 2022 11:30 AM |
| Cooking (OPRP - 1) | Khamisha Williams | Everton Powell | August 23, 2022 9:25 AM - F August 23, 2022 11:25 AM |
| Personnel Hygiene and Employee Facilities | Crystal Robinson | | August 23, 2022 8:30 AM - F August 23, 2022 9:10 AM |
| Visitor Control | Clayton Berry | | August 23, 2022 2:00 PM - F August 23, 2022 2:30 PM |
| Barrel Management | Crystal Robinson | Carl White | August 22, 2022 9:35 AM - F August 22, 2022 9:55 AM |
| Non-conforming Raw Materials and Finished Products | Raylene Harris | Khamisha Williams | August 22, 2022 2:27 PM - F August 22, 2022 2:57 PM |

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|--|-------------------|------------------|---|
| Measures for Prevention of Cross Contamination | Clayton Berry | | August 22, 2022 10:00 AM - FAugust 22, 2022 10:30 AM |
| Cleaning, Sanitizing and Environmental Monitoring Procedures | Khamisha Williams | | August 19, 2022 9:17 AM - FAugust 19, 2022 9:17 AM |
| Warehousing | Crystal Robinson | Everton Powell | August 19, 2022 10:20 AM - FAugust 19, 2022 10:50 AM |
| Continual Improvement | Khamisha Williams | | August 19, 2022 10:18 AM - FAugust 19, 2022 10:48 AM |
| Customer Complaint | Raylene Harris | | August 18, 2022 9:08 AM - FAugust 18, 2022 9:38 AM |
| Training | Clayton Berry | | August 18, 2022 9:00 AM - FAugust 18, 2022 10:00 AM |
| Management of Purchased/Supplied Materials and Services | Crystal Robinson | | August 17, 2022 10:24 AM - FAugust 17, 2022 10:54 AM |
| Destruction of Trademark Items | Khamisha Williams | Georgette Clarke | August 16, 2022 9:12 AM - FAugust 16, 2022 9:32 AM |
| Pest Control | Raylene Harris | | August 16, 2022 9:01 AM - FAugust 16, 2022 11:01 AM |
| Packing List | Khamisha Williams | | August 16, 2022 2:23 PM - FAugust 16, 2022 2:53 PM |
| Bottling Filling - (OPRP - 2) | Crystal Robinson | Clayton Berry | August 16, 2022 11:00 AM - FAugust 16, 2022 11:40 AM |
| Correction and Corrective Action | Khamisha Williams | | August 16, 2022 10:25 AM - FAugust 16, 2022 11:25 AM |
| Preserved Peppers | Clayton Berry | Carl White | August 16, 2022 10:00 AM - FAugust 16, 2022 10:30 AM |
| Utilities - air, water, energy | Crystal Robinson | | August 15, 2022 9:27 AM - FAugust 15, 2022 9:57 AM |
| Product Informatio | Khamisha Williams | | August 15, 2022 |

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|--|-------------------|------------------|--|
| n/Consumer Awareness | | | 8:35 AM - FAugust 15, 2022 8:55 AM |
| FSSC Additional Requirements (In conjunction with PreRequisite Programs) | Khamisha Williams | | August 15, 2022 11:20 AM - FAugust 15, 2022 11:40 AM |
| Control of Sharp Object | Clayton Berry | Georgette Clarke | August 15, 2022 11:00 AM - FAugust 15, 2022 11:35 AM |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|--|-------------------------|-----------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000:4.1.1 | Auditees: |
| Audit Evidence: | | | |
| Building constructed of durable material of concrete and wood. | | | |
| Evaluation: | | | |
| An inspection was done of the facility to determine conformity to the standards. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|---|-------------------------|-----------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000:4.2.1 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| No other building is located near the facility that could possibly pose and environmental issue for the facility. | | | |
| Effectiveness: | | | |

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CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|--|----------------------------|-----------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000:4.2.2 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| No standing water observed at the time of inspection. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|--|----------------------------|------------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000: 4.3.1 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| Observation was made that the floors are cleanable however, black residue build-up was seen throughout the facility. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

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|-----------|------------------|-----------------|-----------|
| Audit of: | Auditor: Raylene | Audit Criteria: | Auditees: |
|-----------|------------------|-----------------|-----------|

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|--|--------|----------------|--|
| Construction and Layout of Buildings, Premises and Workspace | Harris | PRP-1000:4.3.2 | |
| Audit Evidence: | | | |
| Evaluation: | | | |
| Drain traps and coverings were seen, however, the water was not free flowing especially in the onion cooking area. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|---|-------------------------|-----------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000:4.2.5 | Auditees: |
| Audit Evidence: | | | |
| General Maintenance Form | | | |
| Evaluation: | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONSTRUCTION AND LAYOUT OF BUILDINGS, PREMISES AND WORKSPACE

| | | | |
|---|-------------------------|-----------------------------------|-----------|
| Audit of: Construction and Layout of Buildings, Premises and Workspace | Auditor: Raylene Harris | Audit Criteria: PRP-1000:4.7.1 | Auditees: |
| Audit Evidence: | | | |
| Lab is located away from the production floor and there is a sign that says, "Authorized Personnel Only". | | | |

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| Evaluation: |
| Effectiveness: |

| NONCONFORMITY REPORT | | |
|--|-----------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Non-Conformity Report #: 1 | Auditor (s): Raylene Harris | Date: August 31, 2022 |
| Audit of : Construction and Layout of Buildings, Premises and Workspace | Audit Criteria: N/A | |
| <p>Statement of Nonconformity:</p> <p>Pitting observed in pre-processing, processing, cook area, and barrel storage areas which had standing water.</p> <p>Responsible Party: Dianna Tomlinson</p> | | |
| Auditor Signature: | | Signature: |

| OPPORTUNITY REPORT | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Raylene Harris | Date: August 31, 2022 |
| Audit of : Construction and Layout of Buildings, Premises and Workspace | Audit Criteria: PRP-1000:4.2.6 | |
| <p>Statement of Opportunity:</p> <p>Areas where screened, however there are areas that need improvement. An inner screen door is recommended at the cook area door. Also, the loading bay door was open during inspection.</p> <p>Responsible Party: Dianna Tomlinson</p> | | |
| Auditor Signature: | | Signature: |

| OPPORTUNITY REPORT | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00002 | | |
| Opportunity Report #: 2 | Auditor (s): Raylene Harris | Date: August 31, 2022 |
| Audit of : Construction and Layout of Buildings, Premises and Workspace | Audit Criteria: PRP-1000:4.3.8 | |
| <p>Statement of Opportunity:</p> <p>Based on observation, a logical flow of processing does exist however there are areas of improvement. for example, the location of the kitchen and lunchroom is not located away from the processing areas and as such, workers (security workers) have to walk through the processing areas to get lunch. The worker was seen returning to his post with his lunch in hand.</p> <p>Responsible Party: Dianna Tomlinson</p> | | |
| Auditor Signature: | | Signature: |

| OPPORTUNITY REPORT | | |
|--|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00003 | | |
| Opportunity Report #: 3 | Auditor (s): Raylene Harris | Date: August 31, 2022 |
| Audit of : Construction and Layout of Buildings, Premises and Workspace | Audit Criteria: PRP-1000:4.3.5 | |
| <p>Statement of Opportunity:</p> <p>Fixtures in barrel storage 1 need improvement to prevent dirt build up.</p> <p>Responsible Party: Dianna Tomlinson</p> | | |
| Auditor Signature: | | Signature: |

CONFORMITY REPORTS – UTILITIES - AIR, WATER, ENERGY

| | | | |
|--|---------------------------|-------------------------------------|-----------|
| Audit of: Utilities - air, water, energy | Auditor: Crystal Robinson | Audit Criteria: PRP/AR-1010:4.1.2.1 | Auditees: |
|--|---------------------------|-------------------------------------|-----------|

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| Audit Evidence: |
| QC-4006, TESR 26/2022/5719, 26/2022/6848, TESR 26/2022/0120 |
| Evaluation: |
| Interview was done with Ms. K. Williams who stated that water sample on compound is sent to external labs for testing twice per year. Test such as microbiological and chemical test are done by BSJ and internal lab at Pickapeppa. Upon reviewing lab records (pH, Residual Chlorine Test) and the two most recent water sample reports (BSJ), it was noticed that the range for the microbial test for the last water sample tested was out, however Ms. K. Williams stated that a resample was submitted and she is awaiting results from BSJ. |
| Effectiveness: |

CONFORMITY REPORTS – UTILITIES - AIR, WATER, ENERGY

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|--|---------------------------|---|-----------|
| Audit of: Utilities - air, water, energy | Auditor: Crystal Robinson | Audit Criteria: PRP/AR-1010:4.3.2.1-4.3.2.2 | Auditees: |
| Audit Evidence: | | | |
| Observation of area where gas and gas oil are stored. | | | |
| Evaluation: | | | |
| Interview was done with Mrs. D. Tomlinson, she stated that gas oil and gas used on compound are stored in a secure area away from raw material and processed foods. She added that the type of container the gas is stored in also assist in the prevention of contamination. Observation of area where gas is stored and chemical storage for gas oil was done and deemed satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – UTILITIES - AIR, WATER, ENERGY

| | | | |
|--|---------------------------|-------------------------------------|-----------|
| Audit of: Utilities - air, water, energy | Auditor: Crystal Robinson | Audit Criteria: PRP/AR-1010:4.3.1.1 | Auditees: |
| Audit Evidence: | | | |
| PRP-1035 Monthly, PRP-1035 Bi-Yearly | | | |
| Evaluation: | | | |
| Interview conducted with Robert Cohen. He stated that the air compressor maintains | | | |

its pressure, once it reaches the required pressure for operation the compressor starts up, if pressure is low it goes out and builds up automatically. Machine is maintained on a schedule and the water is bleed from compressor every morning before use.

Effectiveness:

CONFORMITY REPORTS – UTILITIES - AIR, WATER, ENERGY

| | | | |
|--|---------------------------|-------------------------------------|-----------|
| Audit of: Utilities - air, water, energy | Auditor: Crystal Robinson | Audit Criteria: PRP/AR-1010:4.2.2.1 | Auditees: |
| Audit Evidence: | | | |
| QC-4019 | | | |
| Evaluation: | | | |
| Interview was done with Ms. K. Williams, who stated that quarterly air quality checks are done in the processing area. Air Quality record form was checked and found to be satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – UTILITIES - AIR, WATER, ENERGY

| | | | |
|---|---------------------------|-------------------------------------|-----------|
| Audit of: Utilities - air, water, energy | Auditor: Crystal Robinson | Audit Criteria: PRP/AR-1010:4.4.1.4 | Auditees: |
| Audit Evidence: | | | |
| PRP-1031 (Aug 1-5, Aug 8-12) | | | |
| Evaluation: | | | |
| Interview was done with Robert Cohen, who stated that light fixtures are cleaned on a two weeks basis as the need arise. General maintenance forms for the month of August were reviewed and deemed satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WASTE DISPOSAL

| | | | |
|--------------------------|------------------------|--------------------------------------|-----------|
| Audit of: Waste Disposal | Auditor: Clayton Berry | Audit Criteria: PRP-1020:5.1.8,5.2.5 | Auditees: |
| Audit Evidence: | | | |

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| Walk through inspection |
| Evaluation: |
| During a walk through inspection I observed that all bins were lined, labelled and covered. |
| Effectiveness: |

CONFORMITY REPORTS – WASTE DISPOSAL

| | | | |
|---|------------------------|--------------------------------|-----------|
| Audit of: Waste Disposal | Auditor: Clayton Berry | Audit Criteria: PRP-1020:5.2.2 | Auditees: |
| Audit Evidence: | | | |
| Walk through observation | | | |
| Evaluation: | | | |
| A broken glass bin was seen in the bottling plant and QA Lab. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WASTE DISPOSAL

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|--|------------------------|--------------------------------|-----------|
| Audit of: Waste Disposal | Auditor: Clayton Berry | Audit Criteria: PRP-1020:5.1.6 | Auditees: |
| Audit Evidence: | | | |
| Sharon Hyman | | | |
| Evaluation: | | | |
| S. Hyman Stated that bins should be removed daily as the need arise. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WASTE DISPOSAL

| | | | |
|--------------------------|------------------------|--------------------------------------|-----------|
| Audit of: Waste Disposal | Auditor: Clayton Berry | Audit Criteria: PRP-1020:5.1.1-5.1.9 | Auditees: |
| Audit Evidence: | | | |
| Everton Powell | | | |

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| <p>Evaluation:</p> <p>Mr Powell stated that the waste management team is responsible for placing bins in designated areas, ensure they are properly lined and covered at all times, processing waste are disposed of separately from the regular waste, ensure the frequent removal of garbage from facilities daily. keep garbage house in good condition.</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – WASTE DISPOSAL

| | | | |
|---|------------------------|--------------------------------|-----------|
| Audit of: Waste Disposal | Auditor: Clayton Berry | Audit Criteria: PRP-1020:5.6.1 | Auditees: |
| <p>Audit Evidence:</p> <p>Everton Powell</p> | | | |
| <p>Evaluation:</p> <p>Everton Powell stated that Mrs. Tomlinson is responsible for making arrangement to remove garbage off compound.</p> | | | |
| <p>Effectiveness:</p> | | | |

NONCONFORMITY REPORT

| | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00002 | | |
| Non-Conformity Report #: 1 | Auditor (s): Clayton Berry | Date: August 25, 2022 |
| Audit of : Waste Disposal | Audit Criteria: PRP-1020:5.4.2 | |
| <p>Statement of Nonconformity:</p> <p>Drains were noted to not being adequately cleaned, in some areas broken glass was seen in drains (Bottling) and mold growth (Processing).</p> | | |
| Responsible Party: Dianna Tomlinson | | |
| Auditor Signature: | | Signature: |

NONCONFORMITY REPORT

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|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00003 | | |
| Non-Conformity Report #: 2 | Auditor (s): Clayton Berry | Date: August 25, 2022 |
| Audit of : Waste Disposal | Audit Criteria: PRP-1020:5.5.1 | |
| <p>Statement of Nonconformity:</p> <p>Khamisha Williams stated that there was some issues with the verification systems, as a result there is no record for the last 5 months.</p> <p>Responsible Party: Dianna Tomlinson</p> | | |
| Auditor Signature: | | Signature: |

CONFORMITY REPORTS – EQUIPMENT SUITABILITY, CLEANING AND MAINTENANCE

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Equipment Suitability, Cleaning and Maintenance | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>Kettle, homogenizer, dicing machine</p> | | | |
| <p>Evaluation:</p> <p>Equipment surfaces are smooth, accessible, cleanable and self draining.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – EQUIPMENT SUITABILITY, CLEANING AND MAINTENANCE

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Equipment Suitability, Cleaning and Maintenance | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>PRP-1060, Cleaning, Sanitizing and Environmental monitoring procedures</p> | | | |
| <p>Evaluation:</p> <p>There is a cleaning programme for all equipment and it includes Area, Responsible person, Safety Info, Chemicals, Materials, Method of Cleaning and Frequency.</p> | | | |

Effectiveness:

CONFORMITY REPORTS – EQUIPMENT SUITABILITY, CLEANING AND MAINTENANCE

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Equipment Suitability, Cleaning and Maintenance | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Barrington Mclean | | | |
| Evaluation: | | | |
| Corrective Maintenance is carried out to prevent contamination was confirmed by Barrington Mclean. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EQUIPMENT SUITABILITY, CLEANING AND MAINTENANCE

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Equipment Suitability, Cleaning and Maintenance | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Purity FG AW Hydraulic Fluid 4G | | | |
| Evaluation: | | | |
| Purity FG AW Hydraulic Fluid 4G is a food grade lubricant. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EQUIPMENT SUITABILITY, CLEANING AND MAINTENANCE

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Equipment Suitability, Cleaning and Maintenance | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |

| |
|--|
| Barrington Mclean |
| Evaluation: |
| Barrington Maclean stated that temporary fixes are always done to ensure that the products are safe at all time. |
| Effectiveness: |

| NONCONFORMITY REPORT | | |
|--|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00004 | | |
| Non-Conformity Report #: 1 | Auditor (s): Khamisha Williams | Date: August 25, 2022 |
| Audit of : Equipment Suitability, Cleaning and Maintenance | Audit Criteria: N/A | |
| Statement of Nonconformity: | | |
| ISO 22002-1 Section 8.5 stated that food contact surfaces should be rust and corrosion free. but the cart used to transport peeled onions is corroded. | | |
| Responsible Party: Raylene Harris | | |
| Auditor Signature: | | Signature: |

| NONCONFORMITY REPORT | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00005 | | |
| Non-Conformity Report #: 2 | Auditor (s): Khamisha Williams | Date: August 25, 2022 |
| Audit of : Equipment Suitability, Cleaning and Maintenance | Audit Criteria: N/A | |
| Statement of Nonconformity: | | |
| There is a preventive maintenance programme in place for the extractor but 2 issues identified from January 2022 were not resolved. | | |
| Responsible Party: Raylene Harris | | |
| Auditor Signature: | | Signature: |

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CONFORMITY REPORTS – MANAGEMENT OF PURCHASED/SUPPLIED MATERIALS AND SERVICES

| | | | |
|---|------------------------------|---------------------|-----------|
| Audit of: Management of Purchased/Supplied Materials and Services | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP/AR-1040 | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson, she stated that there is in fact a documented procedure for Management of Purchase/Supplied Materials and Services. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF PURCHASED/SUPPLIED MATERIALS AND SERVICES

| | | | |
|--|------------------------------|---------------------|-----------|
| Audit of: Management of Purchased/Supplied Materials and Services | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP-1047 | | | |
| Evaluation: | | | |
| Interview with Mrs. Dianna Tomlinson, she stated that the production department/Production Manager is responsible to generate purchase requisition. Answer Satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF

PURCHASED/SUPPLIED MATERIALS AND SERVICES

| | | | |
|---|------------------------------|---------------------|-----------|
| Audit of: Management of Purchased/Supplied Materials and Services | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs D. Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson, she stated that the Secretary is responsible for generating Purchase orders. Answer Satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF PURCHASED/SUPPLIED MATERIALS AND SERVICES

| | | | |
|--|------------------------------|---------------------|-----------|
| Audit of: Management of Purchased/Supplied Materials and Services | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP-1045 Dec 23, 2021 | | | |
| Evaluation: | | | |
| Interview with Mrs Dianna Tomlinson, she stated that a Vendor Appraisal is done once per year. | | | |
| Effectiveness: | | | |

OPPORTUNITY REPORT

| | | |
|--|----------------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Crystal Robinson | Date: August 17, 2022 |
| Audit of : Management of Purchased/Supplied Materials and Services | Audit Criteria: N/A | |
| Statement of Opportunity: | | |

Interview with Mrs. D. Tomlinson, she stated that an audit is done of suppliers to ensure that they are producing raw materials in a safe and hygienic facility. Answer satisfactory, Evidence Insufficient.

Responsible Party: Dianna Tomlinson

Auditor Signature:

Signature:

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|---|------------------------|----------------------------------|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.1.1.3 | Auditees: |
| Audit Evidence: | | | |
| Traceyann mullings | | | |
| Evaluation: | | | |
| Traceyann mullings states that it's important to wash hands after breaks or moving from one area to another to prevent cross contamination. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|--|------------------------|----------------------------------|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.1.1.6 | Auditees: |
| Audit Evidence: | | | |
| Domain Virgin | | | |
| Evaluation: | | | |
| Domain explained that all equipment and utensils should be washed rinse and Sanitized before and after used. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|--|------------------------|----------------------------------|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.1.1.7 | Auditees: |
| Audit Evidence: | | | |
| Flow diagram, | | | |
| Evaluation: | | | |
| Yes there is a map of the traffic flow. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|--|------------------------|---|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.1.2.2.-4.2.1.5 | Auditees: |
| Audit Evidence: | | | |
| Shirley Williams | | | |
| Evaluation: | | | |
| Mis Williams stated that she must have hair covering, uniform, fully enclosed shoes and all jewelry should be removed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|---|------------------------|----------------------------------|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.3.1.1 | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson, MSDS | | | |
| Evaluation: | | | |
| Ms. Robinson verified that all chemicals used on compound is accompanied with a | | | |

| |
|----------------|
| MSDS. |
| Effectiveness: |

CONFORMITY REPORTS – MEASURES FOR PREVENTION OF CROSS CONTAMINATION

| | | | |
|---|------------------------|----------------------------------|-----------|
| Audit of: Measures for Prevention of Cross Contamination | Auditor: Clayton Berry | Audit Criteria: PRP-1050:4.3.1.2 | Auditees: |
| Audit Evidence: | | | |
| Lennox Morgan, chemical storage area | | | |
| Evaluation: | | | |
| Lennox Morgan said that all chemicals are stored separately form all raw materials,the chemicals storage area were also observed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and Employee Facilities | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs. D. Tomlinson, walk through Observation | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson, stated that there is adequate hand washing stations in and around factory. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---------------------------------|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
|---------------------------------|---------------------------|---------------------|-----------|

| | | | |
|---|--|--|--|
| Employee Facilities | | | |
| Audit Evidence: | | | |
| PRP-1080, Dianna Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson, she stated that in the event that an employees is sick he/she is instructed to stay home and to call and inform manager. there is also a documented procedure. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and Employee Facilities | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs. Tomlinson, walk through observation | | | |
| Evaluation: | | | |
| Interview with Mrs D. Tomlinson, Answer: Yes there is a function laundry department on compound. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and Employee Facilities | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Walk through observation, Mrs. Tomlinson | | | |
| Evaluation: | | | |
| Mrs. Tomlinson stated that workers are given uniforms, protective shoes, hair nets, gloves, respirators etc. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and Employee Facilities | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Observation, Mrs. D. Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson Answer: Yes there are adequate rest room for employees. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PERSONNEL HYGIENE AND EMPLOYEE FACILITIES

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Personnel Hygiene and Employee Facilities | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP-1080 | | | |
| Evaluation: | | | |
| Interview with Mrs. D. Tomlinson, she stated that there is infact a documented procedure for personal hygiene. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WAREHOUSING

| | | | |
|--|---------------------------|---------------------|--------------------------|
| Audit of: Warehousing | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Clayton Berry. Inspection of Warehouses. | | | |
| Evaluation: | | | |

Interview with Clayton Berry. He stated that all warehouse is palletized and goods are stored off walls. Answer: Satisfactory

Effectiveness:

CONFORMITY REPORTS – WAREHOUSING

| | | | |
|---|------------------------------|---------------------|-----------------------------|
| Audit of: Warehousing | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Visual Inspection of warehouses. | | | |
| Evaluation: | | | |
| Clayton Berry Stated that all warehouse are properly and adequately labelled. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WAREHOUSING

| | | | |
|---|------------------------------|---------------------|-----------------------------|
| Audit of: Warehousing | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Clayton Berry, Inspection. | | | |
| Evaluation: | | | |
| Interview with Clayton Berry, Mr Berry stated that there are two areas designated for non-conforming raw materials and packaging material. non-conforming raw materials area is located at the receival area and for packaging this is located at the bottling plant. Answer: Satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – WAREHOUSING

| | | | |
|--|------------------------------|---------------------|-----------------------------|
| Audit of: Warehousing | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Mr. Everton Powell, Observation of warehouses. | | | |

| |
|--|
| <p>Evaluation:</p> <p>Interview with Mr Everton Powell. He stated that the factory practices FIFO and LIFO. A walk through inspection was done with him. Answer: Satisfactory.</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – WAREHOUSING

| | | | |
|---|------------------------------|-----------------------------------|-----------------------------|
| Audit of: Warehousing | Auditor: Crystal Robinson | Audit Criteria: PRP-1090:4.1.4 | Auditees: Everton Powell |
| <p>Audit Evidence:</p> <p>Visual inspection of warehouse. Clayton Berry</p> | | | |
| <p>Evaluation:</p> <p>Interview with Clayton Berry. Mr Berry stated that there is infact a separate warehouse for chemicals. this warehose is located on the outside of the factory, where cleaning chemicals are stored. Answer: Satisfactory.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|-------------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>Carl White, 2 1000 gallon black tanks</p> | | | |
| <p>Evaluation:</p> <p>Carl White stated that there are 2 black tanks that are used to store water in case the normal water supply is compromised.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND

BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Key Log, PRP-1112 Rev # 0 | | | |
| Evaluation: | | | |
| Raw and packaging materials are stored in secured locations. A key log is signed by persons who want access to these areas. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Clayton Berry, Supervisor | | | |
| Evaluation: | | | |
| Clayton Berry stated that tracing begins from receipt of raw materials on Transportation log. Finished products are recorded on the Finished Product Form (date, quantity, lot # and distributor). The shipping information is also logged on the Transportation Log. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |

Terrence Palmer, security Visitors Log Book. On August 16, Austin Simpson visited the facility from GBI to deliver onions and this information was logged.

Evaluation:

Terrence Palmer, the security, stated that a log book is kept which have a record of all visitors entering the facility. The log book includes the name of the person, company they represent, reason for visit, time in, time out and signature.

Effectiveness:

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Doors were observed with lock and access keypad. | | | |
| Evaluation: | | | |
| The sensitive areas are locked with lock or have an access control key pad. Those areas includes store rooms, bottling plants and processing areas. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Terrence Palmer | | | |
| Evaluation: | | | |
| The Security, Terrence Palmer noted that the entry of vehicles and people to the property is controlled by having a single entry to the facility. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>Colour coded uniforms. Employees in yellow are restricted to bottling plant and employees in burgundy are restricted to processing areas.</p> | | | |
| <p>Evaluation:</p> <p>Mrs Tomlinson stated that areas of access for employees are identified based on their colour coded uniforms.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Food Defense, Biovigilance and Bioterrorism | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>CCTV</p> | | | |
| <p>Evaluation:</p> <p>Dianna Tomlinson stated that secured areas are monitored using the CCTV. They are monitored by General Manager, CEO and IT Personnel.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – FOOD DEFENSE, BIOVIGILANCE AND BIOTERRORISM

| | | | |
|----------------|-------------------|---------------------|-----------|
| Audit of: Food | Auditor: Khamisha | Audit Criteria: N/A | Auditees: |
|----------------|-------------------|---------------------|-----------|

| | | | |
|---|----------|--|--|
| Defense, Biovigilance and Bioterrorism | Williams | | |
| Audit Evidence: | | | |
| Terrence Palmer | | | |
| Evaluation: | | | |
| Terrence Palmer said that all suspicious activities must be reported to the Managers. | | | |
| Effectiveness: | | | |

| OPPORTUNITY REPORT | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Khamisha Williams | Date: August 26, 2022 |
| Audit of : Food Defense, Biovigilance and Bioterrorism | Audit Criteria: N/A | |
| Statement of Opportunity: | | |
| Tracey Ann was in the pre -processing area and she stated that her evacuation route would be to either pass the processing area and exit though the Receival door which is an Emergency Exit. However there were no signs showing the route to the emergency exit | | |
| Responsible Party: Dianna Tomlinson | | |
| Auditor Signature: | Signature: | |

CONFORMITY REPORTS – RECEIVAL AND VERIFICATION OF RAW AND PACKAGING MATERIALS

| | | | |
|--|---------------------------|---------------------|----------------------------|
| Audit of: Receival and Verification of Raw and Packaging Materials | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Inventory 2022 | | | |

| |
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| <p>Evaluation:</p> <p>Interview with Ms G Clarke Answer: Yes there is a system, its called the Inventory system, this is where I log all incoming and inventory that is used in production. Answer: Satisfactory</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – RECEIVAL AND VERIFICATION OF RAW AND PACKAGING MATERIALS

| | | | |
|--|---------------------------|---------------------|----------------------------|
| Audit of: Receival and Verification of Raw and Packaging Materials | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Georgette Clarke |
| <p>Audit Evidence:</p> <p>PRP-1046</p> | | | |
| <p>Evaluation:</p> <p>Interview with Khamisha Williams, she stated that all raw materials are inspected against the company raw material specification, once they are within the expected range they are accepted if not these raw materials will be classified as non conforming and will be rejected. Answer: Satisfactory</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – RECEIVAL AND VERIFICATION OF RAW AND PACKAGING MATERIALS

| | | | |
|---|---------------------------|---------------------|----------------------------|
| Audit of: Receival and Verification of Raw and Packaging Materials | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Georgette Clarke |
| <p>Audit Evidence:</p> <p>Non conforming report folder 2022</p> | | | |
| <p>Evaluation:</p> <p>Interview with Khamisha Williams, she stated once materials are inspected and deemed non conforming, they are marked rejected and place in the non conforming area, a non conforming report is generated and this information is passed on to the purchasing dept. they then make contact with supplier and proceed from there.</p> | | | |

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| Answer: Satisfactory |
| Effectiveness: |

CONFORMITY REPORTS – RECEIVAL AND VERIFICATION OF RAW AND PACKAGING MATERIALS

| | | | |
|---|---------------------------|---------------------|----------------------------|
| Audit of: Receival and Verification of Raw and Packaging Materials | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| G. Clarke | | | |
| Evaluation: | | | |
| Interview with G. Clarke, stated that she gets the purchase order from the purchasing dept and she along with the production manager checks off against the delivery slip. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – RECEIVAL AND VERIFICATION OF RAW AND PACKAGING MATERIALS

| | | | |
|--|---------------------------|---------------------|----------------------------|
| Audit of: Receival and Verification of Raw and Packaging Materials | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| G. Clarke, PRP-1042 | | | |
| Evaluation: | | | |
| Interview with G. Clarke Answer: I am the person who is in charge of receiving all raw and packaging materials. I inspect the products against company standards, inform purchasing, QA and Production of arrival of raw material. inspect delivery vehicles ensure they are cleaned no off odor. records information on transportation log such as vehicle lic number, date and time of receival, product name and quantity. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTROL OF SHARP OBJECT

| | | | |
|--|------------------------|--------------------------|----------------------------|
| Audit of: Control of Sharp Object | Auditor: Clayton Berry | Audit Criteria: PRP-1130 | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| PRP-1130 control of sharp objects | | | |
| Evaluation: | | | |
| There is a procedure that controls the sharp objects used in the facility. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTROL OF SHARP OBJECT

| | | | |
|--|------------------------|----------------------------------|----------------------------|
| Audit of: Control of Sharp Object | Auditor: Clayton Berry | Audit Criteria: PRP-1130:4.1.1.4 | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Observation of sharp object storage areas | | | |
| Evaluation: | | | |
| An observation was made of two areas used for sharp objects storage that was labeled SHAP OBJECTS that contains knives and scissors, this was in accordance with PRP-1130:4.1.1.4. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTROL OF SHARP OBJECT

| | | | |
|---|------------------------|--------------------------|----------------------------|
| Audit of: Control of Sharp Object | Auditor: Clayton Berry | Audit Criteria: PRP-1130 | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Khamisha Williams | | | |
| Evaluation: | | | |
| There is a designated personnel responsible for issuing and collecting knives who ensures that they are disposed if they are damaged. If bottles are broken and the product could be contaminated the conveyor is stopped and the supervisor, production and quality personnel are contacted. | | | |
| Effectiveness: | | | |

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CONFORMITY REPORTS – CONTROL OF SHARP OBJECT

| | | | |
|--|------------------------|----------------------------------|----------------------------|
| Audit of: Control of Sharp Object | Auditor: Clayton Berry | Audit Criteria: PRP-1130:4.1.1.3 | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Georgette Clark, form No:PRP-1130 Sharp object control form. | | | |
| Evaluation: | | | |
| The records for the sharp objects were presented for observation by georgette Clark. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTROL OF SHARP OBJECT

| | | | |
|---|------------------------|--|----------------------------|
| Audit of: Control of Sharp Object | Auditor: Clayton Berry | Audit Criteria: PRP-1130:4.1.1.5,4.1.1.6 | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Hyacinth Gayle, sharp object bin | | | |
| Evaluation: | | | |
| Mrs Gayle explained that the knives are taken to the lab where it is wrapped with tape and disposed of in the sharp object bin. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs Tomlinson, she stated that All visitors entering processing areas are issued with PPE's by the secretary before they enter facilities. | | | |
| Effectiveness: | | | |

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CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|--|------------------------|--------------------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: PRP-1140:4.1.1 | Auditees: |
| Audit Evidence: | | | |
| Visitor Log Book | | | |
| Evaluation: | | | |
| Interview with Mrs Tomlinson, she stated that visitors once entering compound are required to sign in the Visitors Log Book at the gate. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|---|------------------------|----------------------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: PRP-1140:4.1.1.8 | Auditees: |
| Audit Evidence: | | | |
| Visitor ID and Car Badges. | | | |
| Evaluation: | | | |
| Interview with Mr Terrence Palmer, he stated that a visitor ID is given to visitors and also a car badge is issued to the visitor if they drive, and staff vehicles also get a badge. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|--|------------------------|----------------------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: PRP-1140:4.1.1.3 | Auditees: |
| Audit Evidence: | | | |
| Terrence Palmer | | | |
| Evaluation: | | | |
| Interview with Terrence Palmer, he stated that he conforms all visitors with management before letting them on the inside. | | | |

Effectiveness:

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson, Visitor Agreement form. Training Records for Visitor control | | | |
| Evaluation: | | | |
| Interview with Mrs Tomlinson, she stated that Management is responsible for training all employees in visitor control, ensure that security personnel is aware of visitor control procedure, ensure that all visitor entering processing areas sign the visitor agreement form before entering facilities. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson, Visitor and Contractor Badges. | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, she stated that once a visitor or contractor comes on the factory grounds for whatever reason they are issued with a visitor or contractor badge so employees can identify them easily and know they are authorize to be on compound. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VISITOR CONTROL

| | | | |
|---------------------------------------|------------------------|---------------------|-----------|
| Audit of: Visitor Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson, Visitor Agreement form | | | |

| |
|--|
| <p>Evaluation:</p> <p>Interview with Mrs Tomlinson, she stated that visitors are not given full access to facilitates. All visitors are escorted to the specific area in which they will conduct business or carry out specific contracted work. For those visitors who will be entering processing areas they are given a Visitor Agreement form to sign.</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – DESTRUCTION OF TRADEMARK ITEMS

| | | | |
|--|-------------------------------|---------------------|-------------------------------|
| Audit of: Destruction of Trademark Items | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| PRP-1150:4.2.2 | | | |
| Evaluation: | | | |
| Georgette Clarke explained that labels with the trademark that are to be destroyed are shredded. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – DESTRUCTION OF TRADEMARK ITEMS

| | | | |
|---|-------------------------------|---------------------|-------------------------------|
| Audit of: Destruction of Trademark Items | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| PRP-1150 4.2.4 | | | |
| Evaluation: | | | |
| Both Georgette Clarke and Micheal Nunes explained that when cartons are to be destroyed with the trademark they are torn and then disposed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – DESTRUCTION OF TRADEMARK ITEMS

| | | | |
|-----------|-------------------|---------------------|---------------------|
| Audit of: | Auditor: Khamisha | Audit Criteria: N/A | Auditees: Georgette |
|-----------|-------------------|---------------------|---------------------|

| | | | |
|--|----------|--|--------|
| Destruction of Trademark Items | Williams | | Clarke |
| Audit Evidence: | | | |
| Trademark Destruction Log, PRP-1151, Rev #1. Record was seen of some labels that were destroyed on March 30, 2022 | | | |
| Evaluation: | | | |
| Georgette Clarke the Inventory Clerk says trademark items to be destroyed are logged on the Trademark destruction Log. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP-1161 (R4) | | | |
| Evaluation: | | | |
| Interview with C. Robinson. Ms Robinson stated that there is a list of chemical available to persons who are purchasing chemicals for the company. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MSDS- KLERAT 20G WAX BLOCKS MSDS- Hi-Clean All Purpose Soap | | | |
| Evaluation: | | | |
| Interview with Crystal Robinson, she stated that, before chemicals are purchased in house a revised of the MSDS is done to ensure that the chemical is food safe. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Observation of chemical storage areas | | | |
| Evaluation: | | | |
| Interview with Crystal Robinson, she stated that all chemicals are stored in designated areas away from food processing areas to prevent cross contamination. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2041 (June 14, 2022) | | | |
| Evaluation: | | | |
| Interview with Ms Crystal Robinson. she stated that persons who uses chemical on compound are trained to do so. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Observation, PRP-1162 (Chemical Record) | | | |
| Evaluation: | | | |
| Interview with Crystal Robinson. Ms Robinson stated that all chemicals used on compound is stored in designated areas with locks. specific persons are assigned to distribute chemicals. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Observation. | | | |
| Evaluation: | | | |
| Interview with Crystal Robinson. she stated that all chemicals are clearly labeled with usage instructions. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CHEMICAL CONTROL

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Chemical Control | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Observation | | | |
| Evaluation: | | | |
| Ms Crystal Robinson stated that all chemical storage areas are properly labeled. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PRODUCT INFORMATION/CONSUMER AWARENESS

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Product Information/Consumer Awareness | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Clayton Berry | | | |
| Evaluation: | | | |
| Clayton Berry stated that the labels are labelled by distributor in the label room and personnel who removes labels and machine operator checks labels before using them. The labels are checked at the packing line before the products are placed in the cartons. The supervisors and quality personnel also verifies the labels. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PRODUCT INFORMATION/CONSUMER AWARENESS

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Product Information/Consumer Awareness | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>Labels File 2022. On June 7, 2022 Canada Pickapeppa labels were checked neck weighed 0.23 g and body weighed 1.01 g and measures 15.2 cm x 7.3 cm.</p> | | | |
| <p>Evaluation:</p> <p>Crystal Robinson stated that the labels are checked upon receipt. They are weighed and measured.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PRODUCT INFORMATION/CONSUMER AWARENESS

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Product Information/Consumer Awareness | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| <p>Audit Evidence:</p> <p>The lot number and Best Before on the Pickapeppa Sauce on the bottle and the cartons corresponded. Best Before August 15, 2022 and Lot number H15Q046 PCL.</p> | | | |
| <p>Evaluation:</p> <p>Sharon Smythe stated that it is the responsibility of the supervisor to ensure that the lot number is correct on the bottles. Lennox Morgan state that it is his responsibility as well as the supervisor to ensure that the lot number is correct and corresponds.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PRODUCT INFORMATION/CONSUMER AWARENESS

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Product Information/Consumer Awareness | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
|--|----------------------------|---------------------|-----------|

| |
|--|
| Audit Evidence: |
| www.pickapeppasauce.co |
| Evaluation: |
| The company's website is populated with all five products and there list of ingredients, recipes and distributors. |
| Effectiveness: |

CONFORMITY REPORTS – PRODUCT INFORMATION/CONSUMER AWARENESS

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Product Information/Consumer Awareness | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Clayton Berry. A bottle of Pickapeppa Sauce was observed with the Warbac label. | | | |
| Evaluation: | | | |
| Clayton Berry stated that the sauce was labelled for Warbac Distributor. The bottle was checked and the label was Pickapeppa Sauce with Warbac distributors information. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF ALLERGENS

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Management of Allergens | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson | | | |
| Evaluation: | | | |
| The food safety team role in the management of allergens is to assess and determine if any steps in production may have a allergen hazard, the implements ways to eliminate such a hazard. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF ALLERGENS

| | | | |
|--|---------------------------|---------------------|-----------|
| Audit of: Management of Allergens | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson | | | |
| Evaluation: | | | |
| No. No allergens is used in the company. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT OF ALLERGENS

| | | | |
|--|---------------------------|---------------------|-----------|
| Audit of: Management of Allergens | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| An Allergen declaration form is to be issued by suppliers, whether there is a presence of a allergenic product or not. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT RESPONSIBILITY

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: Management Responsibility | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Food Safety Policy, 2021 | | | |
| Evaluation: | | | |
| A food safety policy is in place and was reviewed at the last Management Review. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT RESPONSIBILITY

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: Management Responsibility | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs. Dianna Tomlinson | | | |
| Evaluation: | | | |
| The Food Safety Team Leader stated that her responsibilities include: Ensure that the policies and procedures of the Food safety management system are implemented and adhered to. Reports to Top Management and Manages the food safety team. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MANAGEMENT RESPONSIBILITY

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: Management Responsibility | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Organizational chart-MS-2270, | | | |
| Evaluation: | | | |
| There is an organizational chart that gives the hierarchy, position and names of all employees. Procedures are written based on roles and responsibilities and communication is done through Internal Training. A food safety team and leader are assigned. Employees are also trained in these areas. | | | |
| Effectiveness: | | | |

OPPORTUNITY REPORT

| | | |
|--|-----------------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Khamisha Williams | Date: August 29, 2022 |
| Audit of : Management Responsibility | Audit Criteria: N/A | |
| Statement of Opportunity: | | |

| | |
|--|------------|
| Mrs. Tomlinson noted that there are three food safety objectives but they were not recorded. | |
| Responsible Party: Dianna Tomlinson | |
| Auditor Signature: | Signature: |

CONFORMITY REPORTS – VERIFICATION AND VALIDATION

| | | | |
|---|-------------------------|--------------------------------------|-----------------------------|
| Audit of: Verification and Validation | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018-8.8.1 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Evaluation: | | | |
| Khamisha said that the Food Safety Team is responsible for verification activities. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VERIFICATION AND VALIDATION

| | | | |
|--|-------------------------|---------------------------------|-----------------------------|
| Audit of: Verification and Validation | Auditor: Raylene Harris | Audit Criteria: MS-2050:4.1-4.2 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Quality Circle International Limited LLC - Verification Software | | | |
| Evaluation: | | | |
| According to QA Manager, the verification process is done through an online verification software that generate reminders before the verification activities are due and send reports to the process owners to carry out the verification. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – VERIFICATION AND VALIDATION

| | | | |
|---------------------------------------|-------------------------|-----------------------------|-----------------------------|
| Audit of: Verification and Validation | Auditor: Raylene Harris | Audit Criteria: MS-2050:4.5 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |

| |
|--|
| Lab |
| Evaluation: |
| Khamisha said annually. She also stated that the lab results are validated by the Bureau of Standards Jamaica. |
| Effectiveness: |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|--|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Khamisha Williams | | | |
| Evaluation: | | | |
| The responsibility of the recall coordinator is to receive the trigger for the recall, assembles the recall team, assign the tasks, notifies the regulatory bodies and the customers, conducts review meeting and conduct traceability tests annually. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|--|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Khamisha Williams, Traceability/Mock Recall Form MS-2061, Traceability done on July 13, 2022 | | | |
| Evaluation: | | | |
| Khamisha Williams stated that a mock recall is done annually. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|--|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Transportation log-Purchasing, PRP-1042 | | | |
| Evaluation: | | | |
| Incoming raw and packaging materials are recorded on the Transportation Log. 1550 6 pack cartons were received on August 15,2022 from Red River Ltd and 40 bags of Brown Sugar was received on August 22,2022 R &G Reynolds. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|---|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Transportation Log - Onion, Received from Sevenhuysen on August 16, 2022 with lot number Sevenhuysen-16-08-22 | | | |
| Evaluation: | | | |
| Lot numbers for fresh produce are assigned by using the surname of the farmer or the name of the company and adding the date that the fresh produce was received. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|---|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| Audit Evidence: | | | |
| Pickapeppa sauce lot number, H31Q049 was visible on both bottles and cartons. | | | |

| |
|--|
| <p>Evaluation:</p> <p>Bottles and Cartons in the bottling plant were observed with lot numbers and were visible.</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|---|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| <p>Audit Evidence:</p> <p>MS-2201, Transportation Log-Sales August 25, 2022 Products Batch No. Quantity PPS(12) 44 883 45 545 46 252 PPS(6) 46 1952 PPS(6) 47 2565 PPS(6) 48 1867</p> | | | |
| <p>Evaluation:</p> <p>For each batch of product that leaves the company a Transportation log is completed and the information includes Date, Products, Batch No., Quantity, Vehicle Lic #, Container # and Chassis #. On August 25, 2022. Warbac 433 was shipped.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – RECALL AND TRACEABILITY/MOCK RECALL

| | | | |
|--|------------------------|---------------------|----------------------------|
| Audit of: Recall and Traceability/Mock Recall | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: Georgette Clarke |
| <p>Audit Evidence:</p> <p>Products were sampled and lot numbers were as followed: PPS:H31Q049 PCL GMS:I01Q06G PCL HMS:I02Q04H PCL SMS:I01Q06S PCL</p> | | | |
| <p>Evaluation:</p> <p>The specific lot number to apply lot number for the products is a 7 digit alpha numeric code. For Pickapeppa Sauce and Hot pepper sauce it is H31Q049 PCL interpreted as H for the month of August, 31 for the date, Q for the year which is 2022, batch number 049 and PCL for the name of the company. For the mango sauces the last digit is replaced with a letter representing the flavor of mango sauce, H for hot mango, S for spicy mango and G for gingery mango.</p> | | | |

Effectiveness:

CONFORMITY REPORTS – INTERNAL AUDIT

| | | | |
|--|---------------------------|-------------------------------|-----------------------------|
| Audit of: Internal Audit | Auditor: Crystal Robinson | Audit Criteria: MS-2100:4.1.2 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Audit 2021 Report. | | | |
| Evaluation: | | | |
| Interview with Khamisha Williams, she stated that Internal Audits are done once per year. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – INTERNAL AUDIT

| | | | |
|--|---------------------------|-------------------------------|-----------------------------|
| Audit of: Internal Audit | Auditor: Crystal Robinson | Audit Criteria: MS-2100:4.1.5 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Audit Report 2021, Khamisha Williams | | | |
| Evaluation: | | | |
| Interview with Ms. Khamisha Williams, she stated that reports are generated at the end of each audit. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – INTERNAL AUDIT

| | | | |
|---|---------------------------|-------------------------------|-----------------------------|
| Audit of: Internal Audit | Auditor: Crystal Robinson | Audit Criteria: MS-2100:4.1.7 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Khamisha Williams | | | |
| Evaluation: | | | |
| Interview with Khamisha Williams, she stated that the Lead Auditor is responsible for holding closing meetings for Audits. Answer: Satisfactory | | | |

Effectiveness:

CONFORMITY REPORTS – INTERNAL AUDIT

| | | | |
|--|---------------------------|-------------------------------------|-----------------------------|
| Audit of: Internal Audit | Auditor: Crystal Robinson | Audit Criteria: MS-2100:4.3.1-4.3.2 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Khamisha Williams | | | |
| Evaluation: | | | |
| Interview with Khamisha Williams. Answer: Process Owners are responsible for reporting none conformance, do a root cause and carry out correction and corrective actions. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – INTERNAL AUDIT

| | | | |
|--|---------------------------|-------------------------------------|-----------------------------|
| Audit of: Internal Audit | Auditor: Crystal Robinson | Audit Criteria: MS-2100:4.2.2-4.2.6 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Corrective action Form, Quality Circle International System. | | | |
| Evaluation: | | | |
| Khamisha Stated that N-C's are put on the system, loads and is sent to the process owner to address the issues. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MILLING OF DRY INGREDIENTS, WEIGHING, DICING AND PEELING

| | | | |
|--|---------------------------|---------------------|--------------------------|
| Audit of: Milling of Dry Ingredients, Weighing, Dicing and Peeling | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |

| |
|---|
| MS-2111 |
| <p>Evaluation:</p> <p>Interview with Everton Powell Answer: The spice milling log is used to capture milling of spices. He explained that they have not done any milling of spices for some time, Due to the fact that spices are bought in powder form. Answer: Satisfactory</p> <p>Effectiveness:</p> |

CONFORMITY REPORTS – MILLING OF DRY INGREDIENTS, WEIGHING, DICING AND PEELING

| | | | |
|--|---------------------------|---------------------|--------------------------|
| Audit of: Milling of Dry Ingredients, Weighing, Dicing and Peeling | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| <p>Audit Evidence:</p> <p>Everton Powell</p> | | | |
| <p>Evaluation:</p> <p>Interview with Everton Powell Answer: For the weighing of onions you first have to ensure scale is cleaned, then you set up your scale put it at 0, place onion on scale and record weight. Answer: Satisfactory</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – MILLING OF DRY INGREDIENTS, WEIGHING, DICING AND PEELING

| | | | |
|--|---------------------------|---------------------|--------------------------|
| Audit of: Milling of Dry Ingredients, Weighing, Dicing and Peeling | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| <p>Audit Evidence:</p> <p>Everton Powell, Walk through</p> | | | |
| <p>Evaluation:</p> <p>Interview with Everton Powell Answer: A stainless steel bowl is used to collect onions. Answer: Satisfactory</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – MILLING OF DRY INGREDIENTS, WEIGHING, DICING AND PEELING

| | | | |
|--|---------------------------|---------------------|--------------------------|
| Audit of: Milling of Dry Ingredients, Weighing, Dicing and Peeling | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Everton Powell | | | |
| Evaluation: | | | |
| Interview with Everton Powell Answer: Employees must ensure that all equipment and utensils are secured and cleaned Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – MILLING OF DRY INGREDIENTS, WEIGHING, DICING AND PEELING

| | | | |
|---|---------------------------|---------------------|--------------------------|
| Audit of: Milling of Dry Ingredients, Weighing, Dicing and Peeling | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Reports of last 2 services done. | | | |
| Evaluation: | | | |
| Interview with Khamisha Williams Answer: To ensure that accurate weights are given the scales are service and certified by the BSJ bi-yearly Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|--|------------------------|-------------------------------|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150:4.1.1 | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl white Hot Pepper form no. HP-3006 | | | |

| |
|---|
| <p>Evaluation:</p> <p>The form was presented for observation dated 29/1/21 to 21/10/21 that conformed with the procedure.</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|---|------------------------|-------------------------------------|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150:4.1.2-4.1.7 | Auditees: Carl White |
| <p>Audit Evidence:</p> <p>Karron Ashley</p> | | | |
| <p>Evaluation:</p> <p>Karron explained that peppers are sorted and weigh at the receival area after which it is transported to the cooking area where it washed and Sanitized before then loaded in to the pots are kettle.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|---|------------------------|-------------------------------|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150:4.1.8 | Auditees: Carl White |
| <p>Audit Evidence:</p> <p>Winston Powell</p> | | | |
| <p>Evaluation:</p> <p>Winston stated that preserved peppers are cooked for 10 minutes at a temperature of 90 degrees in the kettle and 20 minutes at a temperature ranging from 85 to 112 degrees on the stove.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|-----------------------------|------------------------|--------------------------------|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150:4.1.10 | Auditees: Carl White |
| <p>Audit Evidence:</p> | | | |

| |
|--|
| Carl white |
| Evaluation: |
| Drums are washed with soap and water steam then rinse and a sample of the rinse water is taken to the lab for testing. |
| Effectiveness: |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|--|------------------------|--------------------------------|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150:4.1.12 | Auditees: Carl White |
| Audit Evidence: | | | |
| Winston Powell | | | |
| Evaluation: | | | |
| 5 Gallon of 10% vinegar is added to each batch of preserved peppers. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PRESERVED PEPPERS

| | | | |
|--|------------------------|---|----------------------|
| Audit of: Preserved Peppers | Auditor: Clayton Berry | Audit Criteria: MS-2150 4.1.2,4.1.13 | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl white, preserved pepper storage area and preserved pepper drum | | | |
| Evaluation: | | | |
| The storage area for preserved peppers was observed it contained a drum with lot numbers and dates, Mc -20-10-21 & Reid -20-10-21 peppers-132lb & Salt-19.8 lbs and Frith -21-10-21 peppers-87 lbs & salt -13lbs which conformed to the procedure. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|---|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2180:4.1.1 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Michael gosling | | | |
| Evaluation: | | | |
| Michael gosling explained that the Tomato mixture is mixed in the Tomato holding tank for blending the transfer in buckets to the kettle. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|---|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2180:4.1.4 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Winston Powell | | | |
| Evaluation: | | | |
| Winston Powell states that the Pickapeppa mixture is mixed for a time of half an hour to forty five minutes which is in accordance with the procedure MS-2180:4.1.4 | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|--|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2180:4.3.1 | Auditees: Everton Powell |
| Audit Evidence: | | | |

| |
|--|
| Form no.QC-4001a |
| Evaluation: |
| The form shows entries for lot 01 to 45 dated 10/1/2022 to 15/7/2022 |
| Effectiveness: |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|--|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2180:4.1.2 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Georgette Clark, MIXING OF EXTRACTED PPS AND TOMATO MIXTURE FORM no.2181 | | | |
| Evaluation: | | | |
| Yes it recorded | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|--|------------------------|-------------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2180:4.3.1-4.3.3 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Khamisha Williams, Lab Analysis-Pickapeppa Sauce QC-4001a | | | |
| Evaluation: | | | |
| The responsibility of the quality personnel is to test the finish product and record the results on the Lab Analysis Form. She also signs off on the Final Product Form to Indicate that the product is ready. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|---|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2160:4.1.1 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Michael gosling | | | |
| Evaluation: | | | |
| Michael explained that the Pickapeppa Barrels are selected in numerical order by the supervisors. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|---|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce and Mixing of Pickapeppa sauce and Tomato Mixture | Auditor: Clayton Berry | Audit Criteria: MS-2160:4.1.3 | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Carl white | | | |
| Evaluation: | | | |
| Carl white states that the Barrels are steam and rinse before they are used for extraction. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – EXTRACTION OF PICKAPEPPA SAUCE AND MIXING OF PICKAPEPPA SAUCE AND TOMATO MIXTURE

| | | | |
|--|------------------------|-------------------------------|--------------------------|
| Audit of: Extraction of Pickapeppa Sauce | Auditor: Clayton Berry | Audit Criteria: MS-2160:4.2.3 | Auditees: Everton Powell |
|--|------------------------|-------------------------------|--------------------------|

| | | | |
|--|--|--|--|
| and Mixing of Pickapeppa sauce and Tomato Mixture | | | |
| Audit Evidence: | | | |
| Georgette Clark, MIXING OF EXTRACTED PPS AND TOMATO MIXTURE FORM | | | |
| Evaluation: | | | |
| Mrs Clark explained that the numbers are taken off the Barrels and given to her for recording. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PACKING LIST

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: Packing List | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Packing List, MS-2191 Packing list for Warbac 432 showed that the 12 pack cartons were packed at 280 cases per pallet and the 6 pack were packed 532 cases per pallet. | | | |
| Evaluation: | | | |
| Clayton Berry stated that the packing of each container is is recorded and this was confirmed by the Production Manager Raylene Harris. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PACKING LIST

| | | | |
|---|-------------------------------|---------------------|-----------|
| Audit of: Packing List | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Javain Mattis. A pallet of 6 pack was observed packing which had 76 cartons per row and 7 height totaling to 532 cases. | | | |
| Evaluation: | | | |
| Javain Mattis explained how each size product is packed on a pallet: 24 pack cartons: 7 height x 20 per row gives 140 c/s per pallet 12 pack cartons: 7 height x 40 per row gives 280 c/s per pallet 6 pack cartons: 7 height x 76 per row gives 532 c/s per pallet 4 pack cartons: 3 height x 12 per row gives 36 c/s per pallet | | | |

Effectiveness:

CONFORMITY REPORTS – PACKING LIST

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Packing List | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Javain Mattis, Clayton Berry. | | | |
| Evaluation: | | | |
| Javain explained that that the pallets are shrink wrapped and some are strapped to ensure that the products are safe during transportation. This was confirmed by Clayton Berry. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PACKING LIST

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Packing List | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Packing List | | | |
| Evaluation: | | | |
| Clayton Berry stated that as the supervisor it is his responsibility along with the production manager to ensure that the quantity on the packing list is correct. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – SHIPPING

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Shipping | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, she stated that the inventory clerk is responsible for | | | |

the transportation log sales form. she inputs all the relevant data. Answer:
Satisfactory

Effectiveness:

CONFORMITY REPORTS – SHIPPING

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Shipping | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2191, MS-2202, MS-2201 | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, Answer: The Production Manager first verifies all products going on the container to ensure everything is in order, she also signs off on three (3) forms, Certificate of Excellence, Packing List and Transportation Log. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – SHIPPING

| | | | |
|---|---------------------------|---------------------|-----------|
| Audit of: Shipping | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, Answer: The officer breaks the seal once the container is here and ready for loading, he/she verifies all product that in packing into the container, records it. he/she also signs off on a custom form for the 40ft container, for the 20ft container an integrity form is signed. the officer is responsible for sealing the container once loading has been completed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – SHIPPING

| | | | |
|--------------------|---------------------------|---------------------|-----------|
| Audit of: Shipping | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
|--------------------|---------------------------|---------------------|-----------|

| |
|---|
| Audit Evidence: |
| QC-4015 |
| Evaluation: |
| Interview with Mrs. Tomlinson, Answer: Quality Assurance Manager is responsible for generating all COA's Answer: Satisfactory |
| Effectiveness: |

CONFORMITY REPORTS – SHIPPING

| | | | |
|--|---------------------------|---------------------|-----------|
| Audit of: Shipping | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Mrs Tomlinson, MS-2202 | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, she stated that she signs off on the certificate of export excellence, collects cargo integrity form and receipt from driver and signs it. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CUSTOMER COMPLAINT

| | | | |
|---|-------------------------|-----------------------------|-----------|
| Audit of: Customer Complaint | Auditor: Raylene Harris | Audit Criteria: MS-2240:4.1 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| According to secretary, she receives the information and pass it on to Khamisha to log. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CUSTOMER COMPLAINT

| | | | |
|--------------------|------------------|-----------------|-----------|
| Audit of: Customer | Auditor: Raylene | Audit Criteria: | Auditees: |
|--------------------|------------------|-----------------|-----------|

| | | | |
|---|--------|----------------|--|
| Complaint | Harris | MS-2240:4.2.1, | |
| Audit Evidence: | | | |
| Customer Complaint form dated September 22, 2021 | | | |
| Evaluation: | | | |
| According to the QA Manager the last complaint received was September 22, 2021. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CUSTOMER COMPLAINT

| | | | |
|---|-------------------------|-------------------------------|-----------|
| Audit of: Customer Complaint | Auditor: Raylene Harris | Audit Criteria: MS-2240:4.2.2 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| According to Chrystal, there is a response time of up to 30days depending on the nature of the complaint. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CUSTOMER COMPLAINT

| | | | |
|--|-------------------------|---------------------|-----------|
| Audit of: Customer Complaint | Auditor: Raylene Harris | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Customer Complaint Form MS-2241 :Dated September 22, 2021 | | | |
| Evaluation: | | | |
| According to a FST member, they investigate the root cause of the complaint and determine corrective actions and effectiveness of those actions. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – NON-CONFORMING RAW MATERIALS AND FINISHED PRODUCTS

| | | | |
|---|-------------------------|---------------------------------|-----------------------------|
| Audit of: Non-conforming Raw Materials and Finished Products | Auditor: Raylene Harris | Audit Criteria: MS-2070:4.1.1.2 | Auditees: Khamisha Williams |
| <p>Audit Evidence:</p> <p>Both areas were checked, and signs were observed. No non-conforming raw material were seen however non-conforming finished products were seen in the bottling department.</p> | | | |
| <p>Evaluation:</p> <p>According to Khamisha, there are two holding area for non-conforming items: one for raw material at the loading bay and a holding area for finished product in the bottling department.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – NON-CONFORMING RAW MATERIALS AND FINISHED PRODUCTS

| | | | |
|--|-------------------------|---------------------------------|-----------------------------|
| Audit of: Non-conforming Raw Materials and Finished Products | Auditor: Raylene Harris | Audit Criteria: MS-2070:4.1.2.2 | Auditees: Khamisha Williams |
| <p>Audit Evidence:</p> <p>Non-Conformance Report for July 12, 2022, for spoilt tomato mixture.</p> | | | |
| <p>Evaluation:</p> <p>According to the auditee, non-conforming raw materials and finished products are recorded on the Non-Conformance Report.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – NON-CONFORMING RAW MATERIALS AND FINISHED PRODUCTS

| | | | |
|--|-------------------------|---|-----------------------------|
| Audit of: Non-conforming Raw Materials and Finished Products | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018- 8.9.4.3 | Auditees: Khamisha Williams |
| <p>Audit Evidence:</p> | | | |

| |
|--|
| MS-2071: Non-conformance report |
| Evaluation: |
| Khamisha states that: (1.) some mixtures are diluted and pour down the drain; (2.) some are put in containers and disposed of at the garbage site. |
| Effectiveness: |

CONFORMITY REPORTS – NON-CONFORMING RAW MATERIALS AND FINISHED PRODUCTS

| | | | |
|--|-------------------------|--------------------------|-----------------------------|
| Audit of: Non-conforming Raw Materials and Finished Products | Auditor: Raylene Harris | Audit Criteria: PRP-1046 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| PRP-1046 | | | |
| Evaluation: | | | |
| The QA Manager stated that there is a specification document for all raw material. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORRECTION AND CORRECTIVE ACTION

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Correction and Corrective Action | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Non Conformance Report, MS-2071 | | | |
| Evaluation: | | | |
| Non-Conforming raw materials, packaging materials and finished materials are recorded. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORRECTION AND CORRECTIVE ACTION

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Correction and Corrective Action | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Food Safety Team Leader | | | |
| Evaluation: | | | |
| Employees are encouraged to report all problems using the suggestion box. The box is checked by the Food Safety Team Leader and issues dealt with from there. Problems are also taken to the monthly Rap Sessions and employees would report issues to their supervisor who takes it to management. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORRECTION AND CORRECTIVE ACTION

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Correction and Corrective Action | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2080:4.3.2 | | | |
| Evaluation: | | | |
| Mrs. Tomlinson stated that the urgency with which non conformances are closed depends on the nature of the non-conformance and the auditor. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORRECTION AND CORRECTIVE ACTION

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Correction and Corrective Action | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson, Clayton Berry, Mrs. Tomlinson | | | |
| Evaluation: | | | |
| Three members of the Food Safety Team stated that the role of the food safety team as it relates to correction and corrective action is that they would meet after receiving a non conformance. They would discuss and implement correction and corrective | | | |

action after identifying the root cause. If the non conformance is not closed then another corrective action will be identified.

Effectiveness:

CONFORMITY REPORTS – TRAINING

| | | | |
|---|------------------------|-------------------------------|-----------|
| Audit of: Training | Auditor: Clayton Berry | Audit Criteria: MS-2040:4.1.2 | Auditees: |
| Audit Evidence: | | | |
| MS 2046,MS 2041, Tamara Whittaker, Robert Cohen | | | |
| Evaluation: | | | |
| The records shows that all new employees were trained | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – TRAINING

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Training | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson | | | |
| Evaluation: | | | |
| Crystal Robinson explained that refresher are annually or as needs arise. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – TRAINING

| | | | |
|--|------------------------|---------------------|-----------|
| Audit of: Training | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Crystal Robinson Better process control school, food handlers permit,process base internal auditor training and MS 2041. | | | |
| Evaluation: | | | |
| Yes they are records. | | | |

Effectiveness:

CONFORMITY REPORTS – TRAINING

| | | | |
|---|------------------------|---------------------|-----------|
| Audit of: Training | Auditor: Clayton Berry | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Khamisha Williams | | | |
| Evaluation: | | | |
| Mis Williams stated that needs assessment training is done in the event of a customer complaint, non-conformance in a process or a change in a procedure. | | | |
| Effectiveness: | | | |

NONCONFORMITY REPORT

| | | |
|---|-------------------------------|-----------------------|
| Incident Identification Number: 000000.00006 | | |
| Non-Conformity Report #: 1 | Auditor (s): Clayton Berry | Date: August 18, 2022 |
| Audit of : Training | Audit Criteria: MS-2040:4.1.5 | |
| Statement of Nonconformity: | | |
| checks of the MS 2040 New employees checklist the final assessment of employees Tamara Whittaker and Robert Cohen was not done. | | |
| Responsible Party: Dianna Tomlinson | | |
| Auditor Signature: | Signature: | |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|---------------------------|-------------------------|------------------------------|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: HP-3000-3090 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| HACCP Manual seen. | | | |
| Evaluation: | | | |

| |
|--------------------|
| HACCP Manual seen. |
| Effectiveness: |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|--|-------------------------|------------------------------|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: HP-3000-3090 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| HACCP Manual | | | |
| Evaluation: | | | |
| According to the Quality Manager, the HACCP Plan consist of product description, intended use, product ingredients, and incoming materials, hazard analysis (biological, chemical and physical), OPRP, flow chart. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|--|-------------------------|--------------------------------------|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018-5.3.2 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| Training Certificate on file. Training was done July 28-29, 2022 | | | |
| Evaluation: | | | |
| Latest training for HACCP Team was FSSC 22000 Auditor training. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|---------------------------|-------------------------|------------------------------|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: HP-3000-3090 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| HP 3000 | | | |
| Evaluation: | | | |

The product description included: product name, product characteristics, packaging, shelf-life, labelling instructions, special storage and distribution control.

Effectiveness:

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|--|-------------------------|--|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018-8.5.4.5 | Auditees: Khamisha Williams |
| <p>Audit Evidence:</p> <p>OPRP: Cooking Log-Onion: Form No: HP-3002 Cooking Log – Tomato Mixture: Form No: HP-3003 Cooking Log – Pepper: Form No: HP-3005 Cooking Log – Pickapeppa Mango Sauce Cooking Log-Hot Pepper Sauce: Form No: HP-3021 Bottling (Filling) HP-3090</p> | | | |
| <p>Evaluation:</p> <p>According to the QA Manager, pre-requisite programmes and OPRPs are in place to control hazards.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|---|-------------------------|--|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018-8.5.4.3 | Auditees: Khamisha Williams |
| <p>Audit Evidence:</p> <p>Cooking Log for Mango Sauce: Form No: HP-3004 dated January 6, 2022</p> | | | |
| <p>Evaluation:</p> <p>Cooking Log for Mango Sauce was selected, and a comparison was done between required cooking time and temperature. Cooking log dated January 6, 2022, showed Time 20 mins and temperature of 101.5C. The required time according to HP-3080 is 20 minutes and temperature of 90-110C.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – HACCP PROGRAMME

| | | | |
|---------------------------|-------------------------|--|-----------------------------|
| Audit of: HACCP Programme | Auditor: Raylene Harris | Audit Criteria: ISO 22000:2018-8.5.4.4 | Auditees: Khamisha Williams |
|---------------------------|-------------------------|--|-----------------------------|

| |
|-------------------------------|
| Audit Evidence: |
| Process Deviation log HP-3110 |
| Evaluation: |
| Effectiveness: |

CONFORMITY REPORTS – LAB ANALYSIS

| | | | |
|--|-------------------------|-------------------------|-----------------------------|
| Audit of: Lab Analysis | Auditor: Raylene Harris | Audit Criteria: QC 4000 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| QC 4000 was shown. | | | |
| Evaluation: | | | |
| Khamisha stated that Quality Control Lab Manuel / QC 4000 exist. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – LAB ANALYSIS

| | | | |
|---|-------------------------|-------------------------------|-----------------------------|
| Audit of: Lab Analysis | Auditor: Raylene Harris | Audit Criteria: QC 4030- 4070 | Auditees: Khamisha Williams |
| Audit Evidence: | | | |
| QC4030-4070 and QC 4090-4100 confirmed that Brix, Viscosity, pH, Acidity, Organoleptic evaluation, Howard Mould count and Yeast are to be done on the products. | | | |
| Evaluation: | | | |
| According to the lab personnel, the following tests are done: Brix, Viscosity, pH, Acidity, Organoleptic evaluation, Howard Mould count and Yeast | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – LAB ANALYSIS

| | | | |
|------------------------|-------------------------|-------------------------------|-----------------------------|
| Audit of: Lab Analysis | Auditor: Raylene Harris | Audit Criteria: QC 4030- 4070 | Auditees: Khamisha Williams |
|------------------------|-------------------------|-------------------------------|-----------------------------|

| |
|---|
| Audit Evidence: |
| PPS for March 23, 2022 was selected. the results is as follows: Brix - 31.0 pH- 3.20 Acidity-3.12 Viscosity- 15 Howard Mold and yeast- 0 |
| Evaluation: |
| A random product was selected, and lab results evaluated for conformity. The required ranges are: Brix: 28-34 degree pH: 2.5-3.5 Acidity: 2.5-3.5 Viscosity: 11-19 Howard Mold and yeast: less than 0 |
| Effectiveness: |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (LOGO USE)

| | | | |
|--|-------------------------|---------------------------------|-----------|
| Audit of: FSSC Additional Requirements (Logo Use) | Auditor: Raylene Harris | Audit Criteria: PRP-1190: 4.5.3 | Auditees: |
| Audit Evidence: | | | |
| Promotional stickers were seen without FSSC 22000 logo. | | | |
| Evaluation: | | | |
| According to the Business Development Manager, the FSSC 2200 does not appear on any promotional items. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (LOGO USE)

| | | | |
|--|-------------------------|---------------------------------|-----------|
| Audit of: FSSC Additional Requirements (Logo Use) | Auditor: Raylene Harris | Audit Criteria: PRP-1190: 4.5.3 | Auditees: |
| Audit Evidence: | | | |
| Product labels for: Pickapeppa Sauce, Hot Mango Sauce, Spicy Mango Sauce, and Gingery Mango Sauce. | | | |
| Evaluation: | | | |
| Vaughan said it is not allowed to have the FSSC 22000 logo on any of it products. | | | |

| |
|--|
| Observation of the products labels and neither the logo or statement was seen. |
| Effectiveness: |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (LOGO USE)

| | | | |
|---|-------------------------|--------------------------------|-----------|
| Audit of: FSSC Additional Requirements (Logo Use) | Auditor: Raylene Harris | Audit Criteria: PRP-1190:4.5.2 | Auditees: |
| Audit Evidence: | | | |
| FSSCC 22000 LOGO at the entrance to facility. | | | |
| Evaluation: | | | |
| Observation of the logo posted at the entrance to the facility was done and the colours seen were green and grey. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Food Defense Plan Builder | | | |
| Evaluation: | | | |
| The entire perimeter is fenced, a security guard is at the gate and the entire perimeter is surrounded by CCTV systems. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Chemical Store Room, Crystal Robinson | | | |
| Evaluation: | | | |
| Crystal Robinson stated that cleaning and sanitizing chemicals are stored in the chemical store room which is locked with restricted access. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Food Defense Plan Builder 5e, Laboratory store rooms, Crystal Robinson | | | |
| Evaluation: | | | |
| Crystal Robinson stated that all laboratory materials are restricted to the laboratory. There are 2 store rooms that stores chemicals for testing and materials for the laboratory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dry Ingredient Storage Area, Wet Ingredient Storage area | | | |
| Evaluation: | | | |

Access to raw material and ingredient storage areas are restricted to authorized employees and are locked. Keys must be signed out before access is granted to the storage areas.

Effectiveness:

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|---|-------------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Label Room and Packaging Areas | | | |
| Evaluation: | | | |
| Labels and packaging materials are stored in there designated areas label room and packaging area. Areas are locked and an inventory is kept of all labels and packaging materials. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Security Guard | | | |
| Evaluation: | | | |
| Employees and Contractors access to the facility is controlled during working hours. Employees enter the facility at the change room facility. Contractors enter the facility at the main entrance door and is escorted by the security guard. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (TACCP & VACCP)

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (TACCP & VACCP) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP/AR-1110:4.2.1, 4.3.1.8, 4.5.2.3 | | | |
| Evaluation: | | | |
| CCTVs are located throughout and on the outside of the premises. They are monitored by the CEO, General Manager and the IT Specialist. | | | |
| Effectiveness: | | | |

| OPPORTUNITY REPORT | | |
|--|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Khamisha Williams | Date: August 24, 2022 |
| Audit of : FSSC Additional Requirements (TACCP & VACCP) | Audit Criteria: N/A | |
| Statement of Opportunity: | | |
| There are two black tanks. One is not locked to prevent unauthorised access. | | |
| Responsible Party: Dianna Tomlinson | | |
| Auditor Signature: | | Signature: |

| OPPORTUNITY REPORT | | |
|---|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00002 | | |
| Opportunity Report #: 2 | Auditor (s): Khamisha Williams | Date: August 24, 2022 |
| Audit of : FSSC Additional Requirements (TACCP & VACCP) | Audit Criteria: N/A | |

| | |
|--|------------|
| Statement of Opportunity: | |
| <p>Employees uniform shirts are colour coded. Processing employees wear burgundy shirt and bottling employees wear yellow shirt. One employee, Michael, in processing was wearing a purple shirt and Rodrick in Bottling was wearing a burgundy shirt.</p> | |
| Responsible Party: Dianna Tomlinson | |
| Auditor Signature: | Signature: |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (IN CONJUNCTION WITH PREREQUISITE PROGRAMS)

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (In conjunction with PreRequisite Programs) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP-1190-FSSC Additional Requirements | | | |
| Evaluation: | | | |
| <p>FSSC Additional Requirements in conjunction with PRPs are audited in the following Prerequisite Programs: Utilities, Management of Purchased Materials, Cleaning, Sanitizing and Environmental Monitoring and Product Information and Consumer Information.</p> | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – FSSC ADDITIONAL REQUIREMENTS (IN CONJUNCTION WITH PREREQUISITE PROGRAMS)

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: FSSC Additional Requirements (In conjunction with PreRequisite Programs) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |

| |
|--|
| FSSC Additional requirements, PRP-1190 |
| <p>Evaluation:</p> <p>Crystal Robinson stated that for new products, changes to a product or a process would include: Updating the hazard analysis. Update the process flow for the new product and existing products and processes. Consider resource and training needs Equipment and maintenance requirements The need to conduct production and shelf-life trials to validate product formulation and processes to ensure they are safe.</p> |
| Effectiveness: |

CONFORMITY REPORTS – CONTINUAL IMPROVEMENT

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Continual Improvement | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dianna Tomlinson | | | |
| Evaluation: | | | |
| Continual improvement of the Food Safety Management System by discussing all non conformances in the Food Safety Team who will identify and implement Correction and Corrective Action. They are then brought to Top Management in the Management Review who will provide resources. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTINUAL IMPROVEMENT

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Continual Improvement | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dianna Tomlinson, December 1, and 2, 2021 | | | |
| Evaluation: | | | |
| Management Reviews are carried out on an annual basis. The report had the Agenda, Findings of Internal and External Audit, customer complaints, status of corrective action and analysis of verification activities. Discussions from these areas are used to improve the system and resources are allocated where necessary from the CEO. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTINUAL IMPROVEMENT

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Continual Improvement | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dianna Tomlinson | | | |
| Evaluation: | | | |
| Internal Audits are conducted at minimum once per year. Internal audit assist in continual improvement because it helps to determine whether the food safety management system is conforming to the requirements and the findings are used to update the management system. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTINUAL IMPROVEMENT

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Continual Improvement | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dianna Tomlinson | | | |
| Evaluation: | | | |
| Verification activities are carried out on the processes on the Food Safety Management System. The non-conformances from the verification activities are discussed in the food safety team and correction or corrective actions are put in place. The verification activities are analyzed and is a part of the management review. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTINUAL IMPROVEMENT

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Continual Improvement | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Dianna Tomlinson, Verification Software Corrective Action Form | | | |
| Evaluation: | | | |

Corrective Actions are recorded in the Verification software on the Corrective Action Form.

Effectiveness:

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|--|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl White, QC-4014 | | | |
| Evaluation: | | | |
| Interview with Carl White. Answer: Barrels are cleaned by washing with clean water and steamed for 5 minutes, you then rinse the barrels again, the QA Department would take a water sample to test and once approved the barrels are drained and stored for use. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|---|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl White | | | |
| Evaluation: | | | |
| Interview with Carl White, he stated that barrels are check on a day to day basis. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|--|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
| Audit Evidence: | | | |
| Khamisha Williams, Inspection of Barrel storage areas, QC-4014 | | | |

| |
|--|
| Evaluation: |
| Interview with Khamisha Williams. Answer: Barrels are tested for extraneous matter after wash, when ready to be used barrels are given a label which has a ID Number, Date and product. Answer: Satisfactory |
| Effectiveness: |

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|---|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl White | | | |
| Evaluation: | | | |
| Interview with Carl White, he stated that these barrels are filled with water and left for 1 week. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|--|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
| Audit Evidence: | | | |
| Carl White | | | |
| Evaluation: | | | |
| Interview with Carl white. Answer: When choosing the barrels we ensure that the barrel head is not dented, hoops are in good condition, croze is intact, inspect for worm holes and ensure barrel is closed. and that staves are in properly aligned. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BARREL MANAGEMENT

| | | | |
|-----------------------------|---------------------------|---------------------|----------------------|
| Audit of: Barrel Management | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Carl White |
|-----------------------------|---------------------------|---------------------|----------------------|

| |
|--|
| Audit Evidence: |
| Carl White |
| Evaluation: |
| Interview with Carl White: Answer: Barrels are thrown out if they are still leaking. Answer: Satisfactory |
| Effectiveness: |

CONFORMITY REPORTS – CONTEXT OF THE ORGANIZATION

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Context of the Organization | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2340 Revision #: 1 | | | |
| Evaluation: | | | |
| The internal and external issues are identified by using the STEEPLMRCCFF which mean Social, Technological, Environmental, Economic, Political, legal, Marketing, Regulatory, Cyber security, Cultural, Food fraud and Food defence | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTEXT OF THE ORGANIZATION

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Context of the Organization | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2340 Revision #: 1 | | | |
| Evaluation: | | | |
| The SWOT analysis is used to identified the strength and weaknesses opportunities threats for internal and external issues identified. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTEXT OF THE ORGANIZATION

| | | | |
|----------------------|-------------------|---------------------|-----------|
| Audit of: Context of | Auditor: Khamisha | Audit Criteria: N/A | Auditees: |
|----------------------|-------------------|---------------------|-----------|

| | | | |
|--|----------|--|--|
| the Organization | Williams | | |
| Audit Evidence: | | | |
| MS-2340 Revision #:1 | | | |
| Evaluation: | | | |
| The needs and expectation of interested parties are identified for suppliers, team members, management, human resource, marketing, communities and others. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTEXT OF THE ORGANIZATION

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Context of the Organization | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| isoimplentationsoftware.com | | | |
| Evaluation: | | | |
| The needs and expectation are evaluated for there potential risk by using the iso implementation software. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CONTEXT OF THE ORGANIZATION

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Context of the Organization | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| isoimplementationsoftware.com | | | |
| Evaluation: | | | |
| There are control measures for hazard in place that is associated with the needs and expectations of interested parties and this is done by using the iso implementation software to monitor those hazardous areas. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORONAVIRUS

| | | | |
|---|------------------------------|---------------------|-----------|
| Audit of: Coronavirus | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| MS-2320 | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson Answer: Yes, there is a documented procedure for corona virus. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORONAVIRUS

| | | | |
|---|------------------------------|----------------------------------|-----------|
| Audit of: Coronavirus | Auditor: Crystal Robinson | Audit Criteria: MS-2320:4.1.1 | Auditees: |
| Audit Evidence: | | | |
| Walk through inspection of facilities | | | |
| Evaluation: | | | |
| Interview with Mrs. Tomlinson, she stated that adequate handwashing facilities are in and around factory building. Equipped with soap and water for regular handwashing. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORONAVIRUS

| | | | |
|---|------------------------------|---------------------|-----------|
| Audit of: Coronavirus | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Ms Tomlinson, observe Corona Virus pamphlets on notice board. | | | |
| Evaluation: | | | |
| Interview with Mrs Tomlinson, she stated that all employees are given mask, hand sanitizers to be used on a daily basis. she also added that information on the virus is passed on to employees ever so often to keep them in the know and how they can best protect themselves. Answer: Satisfactory | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CORONAVIRUS

| | | | |
|--|------------------------------|---------------------|-----------|
| Audit of: Coronavirus | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Ms Tomlinson | | | |
| Evaluation: | | | |
| Interview with Mrs Tomlinson, she stated that all employees are advised not to report for work if they have flu like symptoms, ask to be tested for the virus once negative and those symptoms have cleared they may return. If person was tested positive they he/she is advised to stay home and self isolate, until a negative covid 19 result is produced. Answer: Satisfactory. | | | |
| Effectiveness: | | | |

OPPORTUNITY REPORT

| | | |
|--|----------------------------------|-------------------------|
| Incident Identification Number: 000000.00001 | | |
| Opportunity Report #: 1 | Auditor (s): Crystal Robinson | Date: September 1, 2022 |
| Audit of : Coronavirus | Audit Criteria: N/A | |
| Statement of Opportunity: | | |
| Interview with Terrence Palmer. Mr Palmer stated that before persons are allowed on compound he checks their temperature to see if it is normal, ask persons to wear mask and sanitize their hands. Answer: Satisfactory, how ever evidence form given does not have an assigned number on system. | | |
| Responsible Party: Dianna Tomlinson | | |
| Auditor Signature: | | Signature: |

CONFORMITY REPORTS – CLEANING, SANITIZING AND ENVIRONMENTAL MONITORING PROCEDURES

| | | | |
|--|-------------------------------|---------------------|-----------|
| Audit of: Cleaning, Sanitizing and Environmental Monitoring | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
|--|-------------------------------|---------------------|-----------|

| | | | |
|---|--|--|--|
| Procedures | | | |
| Audit Evidence: | | | |
| Cleaning tools were stored in storage area. | | | |
| Evaluation: | | | |
| It was observed that the cleaning tools and equipment are hygienically designed and maintained to prevent contamination | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CLEANING, SANITIZING AND ENVIRONMENTAL MONITORING PROCEDURES

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Cleaning, Sanitizing and Environmental Monitoring Procedures | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| Air Quality, QC-4019, Rev # 1. The areas monitored are Cooking Area, Processing Area, Sauce Holding Area and Bottling Plant. The results were within range. Surface Checks-Equipment, QC-4011. All areas checked had less than 100 colonies which is satisfactory. | | | |
| Evaluation: | | | |
| The cleaning and sanitation programme is monitored for continued suitability and effectiveness. The air quality for four areas are monitored on a quarterly basis and all results were within range which is less than 100 CFU. Some equipment are swabbed after cleaning on a quarterly basis namely, Extractor, Sauce tank, Rotary Filler, Pipe from Extractor, Kettle and Mango Tank. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CLEANING, SANITIZING AND ENVIRONMENTAL MONITORING PROCEDURES

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Cleaning, Sanitizing and Environmental Monitoring Procedures | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
|--|----------------------------|---------------------|-----------|

| |
|---|
| Audit Evidence: |
| PRP/Ar-1060:8.0, Carl White |
| Evaluation: |
| Carl White stated that the dicing machine is cleaned by rinsing to remove any debris, Use soap to wash, rinse, sanitize and allow to air dry. |
| Effectiveness: |

CONFORMITY REPORTS – CLEANING, SANITIZING AND ENVIRONMENTAL MONITORING PROCEDURES

| | | | |
|---|----------------------------|---------------------|-----------|
| Audit of: Cleaning, Sanitizing and Environmental Monitoring Procedures | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP/AR-1060:10.0, Michael Gosling | | | |
| Evaluation: | | | |
| Michael Gosling stated that the sauce tanks are rinsed, washed with soap, rinsed and steamed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – CLEANING, SANITIZING AND ENVIRONMENTAL MONITORING PROCEDURES

| | | | |
|--|----------------------------|---------------------|-----------|
| Audit of: Cleaning, Sanitizing and Environmental Monitoring Procedures | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: |
| Audit Evidence: | | | |
| PRP/AR-1060:17.0, Kevin Ashley | | | |
| Evaluation: | | | |
| Kevin Ashley stated that the light shields are cleaned by wiping with a wet cloth to remove any dust or particles. | | | |

Effectiveness:

NONCONFORMITY REPORT

Incident Identification Number: 000000.00007

| | | |
|---|-----------------------------------|-----------------------|
| Non-Conformity Report #: 1 | Auditor (s): Khamisha Williams | Date: August 19, 2022 |
| Audit of : Cleaning, Sanitizing and Environmental Monitoring Procedures | Audit Criteria: N/A | |
| Statement of Nonconformity: Areas throughout the facility were not maintained in a clean and hygienic condition. 1. Floor in processing area dirty 2. Drain in processing area and chemical storage area in bottling plant are dirty. 3. Gloves and aprons stored inappropriately in cooking area, processing area and pot washing area. Responsible Party: Raylene Harris | | |
| Auditor Signature: | | Signature: |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|--|----------------------------|-----------------------------------|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP-1070:4.3.1 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| Internal training was done by a certified pest control officer (Tifanni Stewart) | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|---------------------------|----------------------------|---|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP-1070:4.4.3, 4.4.4 | Auditees: |
|---------------------------|----------------------------|---|-----------|

| |
|--|
| <p>Audit Evidence:</p> <p>Pest Control Operator Licence and Certificate for Pest Control Applicators were given as evidence.</p> |
| <p>Evaluation:</p> |
| <p>Effectiveness:</p> |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|--|-------------------------|---------------------------------|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP:1070:4.1.5. | Auditees: |
| <p>Audit Evidence:</p> | | | |
| <p>Evaluation:</p> <p>Chrystal noted that rescreening was being done in the Packaging and Finished Product area.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|--|-------------------------|---------------------------------|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP-1070:4.1.14 | Auditees: |
| <p>Audit Evidence:</p> <p>A trending report 2021 was shown.</p> | | | |
| <p>Evaluation:</p> <p>Trending report for 2021 was shown, no trending has been done for 2022 so far.</p> | | | |
| <p>Effectiveness:</p> | | | |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|------------------------|-------------------------|--------------------------------|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP-1070:4.1.6 | Auditees: |
| <p>Audit Evidence:</p> | | | |

| |
|---|
| Evaluation: |
| According to Sharon, external baits stations are inspected twice per month and internal bait stations are inspected once per month. |
| Effectiveness: |

CONFORMITY REPORTS – PEST CONTROL

| | | | |
|---|-------------------------|---------------------------------|-----------|
| Audit of: Pest Control | Auditor: Raylene Harris | Audit Criteria: PRP-1070:4.1.11 | Auditees: |
| Audit Evidence: | | | |
| Evaluation: | | | |
| As stated by Sharon, dead roaches are seen after baiting is done. | | | |
| Effectiveness: | | | |

NONCONFORMITY REPORT

| | | |
|--|--------------------------------|-----------------------|
| Incident Identification Number: 000000.00008 | | |
| Non-Conformity Report #: 1 | Auditor (s): Raylene Harris | Date: August 16, 2022 |
| Audit of : Pest Control | Audit Criteria: PRP-1070:4.4.1 | |
| Statement of Nonconformity: | | |
| <p>Christal stated that there was a folder with the MSDS. The MSDS folder was checked against the pest control report. Observation was made that the MSDS for Actellic 50 EC that was on the pest control report for May 6, 2022, was not in the folder.</p> | | |
| Responsible Party: Crystal Robinson | | |
| Auditor Signature: | Signature: | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

| | | | |
|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| HP-3080:4.1.1.4, Cooking Log Onions, HP-3002 | | | |
| Evaluation: | | | |
| Carl White stated that the cooking temperature for the onions is 90 - 112 *C. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

| | | | |
|--|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Onion Formulation Log, MS-2121 | | | |
| Evaluation: | | | |
| Georgette Clarke stated that the raw materials used in the onion cooking are recorded for each lot of onion that is cooked | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|--|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Steaming of Barrels, QC-4014 | | | |
| Evaluation: | | | |
| Crystal Robinson stated that extraneous matter tests are carried out on the final rinsing water of the barrels after they are steamed. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|--|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| In Barrel Storage area 2, a barrel was labelled with PPS, March 23, 2022, B2397 | | | |
| Evaluation: | | | |
| Crystal Robinson stated that after the barrels are filled and taken to storage they are labelled with the name of the Product, Barrel number and date of production. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Cooking Log-Mango Sauces, HP-3004 | | | |
| Evaluation: | | | |
| Everton Powell stated that the Mango sauces are cooked for 20 minutes when the temperature reaches 90 °C. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Mango Sauce Production Form, HP-3020 | | | |
| Evaluation: | | | |
| Georgette Clarke stated that the lot numbers and quantities for the cooking of the mango sauces are recorded on the | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|--|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| HP-3003, Cooking Log-Tomato Mixture | | | |
| Evaluation: | | | |
| Everton Powell stated that the tomato mixture is cooked for 15 minutes when the temperature reaches 90 °C. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|--|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| HP-3080:4.5.1.1-11 and HP 3080:4.4.1.1-13 | | | |
| Evaluation: | | | |
| Carl White explained the process of cooking the peppers on the stove and in the kettle. For the stove, Peppers are sorted, weighed and washed. They are chopped and added to the pots with the other raw materials. Peppers are cooked for 1 hour when the temperature reaches 85 °C. For the kettle the peppers are added to the kettle and cook for 45 minutes when the temperature reaches 90 °C. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Everton Powell | | | |
| Evaluation: | | | |
| Everton Powell stated that the barrels are rinsed off before the extraction of the peppers to remove any contamination that might be on the barrel. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Everton Powell | | | |
| Evaluation: | | | |
| Everton Powell stated that after the extraction of the peppers from the barrel the other raw materials are added, homogenized for at least 20 minutes and cooked for 10 minutes when the temperature reaches 90 °C. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – COOKING (OPRP - 1)

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|---|----------------------------|---------------------|--------------------------|
| Audit of: Cooking (OPRP - 1) | Auditor: Khamisha Williams | Audit Criteria: N/A | Auditees: Everton Powell |
| Audit Evidence: | | | |
| Lab Analysis, QC-4001 | | | |
| Evaluation: | | | |
| Crystal Robinson stated that the tests done on the finished products are pH, Acidity, Brix, Viscosity, Howard Mold count, Sensory Evaluation and Yeast Viability. They are recorded on the Lab Analysis Form. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BOTTLING FILLING - (OPRP - 2)

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|---|---------------------------|---------------------|-------------------------|
| Audit of: Bottling Filling - (OPRP - 2) | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Clayton Berry |
| Audit Evidence: | | | |
| Mary Lake | | | |
| Evaluation: | | | |
| Interview done with Ms. M. Lake, she stated that bottles with label defects are taken off of bottling line and re labelled. Answer given is satisfactory. | | | |
| Effectiveness: | | | |

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CONFORMITY REPORTS – BOTTLING FILLING - (OPRP - 2)

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|--|---------------------------|---------------------|-------------------------|
| Audit of: Bottling Filling - (OPRP - 2) | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Clayton Berry |
| Audit Evidence: | | | |
| Lennox Morgan | | | |
| Evaluation: | | | |
| Mr. Lennox Morgan stated that Barrington McLean or Marlon Bailey inputs codes and supervisor verifies code. Answer Satisfactory. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BOTTLING FILLING - (OPRP - 2)

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|---|---------------------------|---------------------|-------------------------|
| Audit of: Bottling Filling - (OPRP - 2) | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Clayton Berry |
| Audit Evidence: | | | |
| HP-3009 | | | |
| Evaluation: | | | |
| Interview done with Domain Virgin: He stated that the supervisor is responsible for recording and this info is stored on the Production Form. | | | |
| Effectiveness: | | | |

CONFORMITY REPORTS – BOTTLING FILLING - (OPRP - 2)

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|--|---------------------------|---------------------|-------------------------|
| Audit of: Bottling Filling - (OPRP - 2) | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Clayton Berry |
| Audit Evidence: | | | |
| Shirley Williams | | | |
| Evaluation: | | | |
| Interview with Shirley Williams: She stated that when bottles are filled they are inverted in case cartons for 3 minutes. Answer Satisfactory. | | | |
| Effectiveness: | | | |

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CONFORMITY REPORTS – BOTTLING FILLING - (OPRP - 2)

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|---|---------------------------|---------------------|-------------------------|
| Audit of: Bottling Filling - (OPRP - 2) | Auditor: Crystal Robinson | Audit Criteria: N/A | Auditees: Clayton Berry |
| Audit Evidence: | | | |
| Lennox Morgan | | | |
| Evaluation: | | | |
| Interview conducted with Lennox Morgan. He stated that before the bottling begins they wash and steam pipes to run sauce. Inspect bottles and cap then start filling manually. When fill bottles are capped and place on pallets, stored till ready to package. When ready labels are placed on bottles and place in cartons. Cartons are labelled with UPC and batch code, best before date. Carton is stapled pack to 2 or 3 height on pallets, wrapped with shrink wrap, after which a pallet sticker is added. Answer satisfactory. | | | |
| Effectiveness: | | | |