

	Supplier Inspection/Audit	HIAB – HACCP/R/23
		Revision no. - 05
		Issue no. - 01
		Date- 01/05/2015

Section 1: Supplier Details

1.1	Full Name of Supplier: Salmon Farm	Date: 23.12.15
1.2	Business type:	
	Manufacturer <input type="checkbox"/>	Processor <input checked="" type="checkbox"/>
	Packer <input type="checkbox"/>	
	Distributor <input type="checkbox"/>	Warehouse <input type="checkbox"/>
	Importer <input type="checkbox"/>	
	Others <input type="checkbox"/>	
1.3	Business/ Manufacturing Address: Dubai Investment park, Dubai Tel : 04-8835755, Fax : 048835580 a.latheef@salmon-farm.com	
1.4	Products Supplied: Smoked, Whole, Portioned chilled salmon	
1.5	Audit Type: Complaint/Follow Up/as per HIAB HACCP :	
	Audit done as per HIAB HACCP plan	
1.6	Number of Employees Full Time/Part Time: 40 employees full time, 15 food handlers	
1.7	Is your organization is certified into any quality standards(HACCP/ISO 22001): certified by SGS	
	Evaluation:	
	Fully complied	Partially complied
	Process on draft	Not complied
	3	2
	1	0
Section 2: Manufacturing Arrangements/Facility		Score
		Remarks
1.7	Do you have temperature/humidity controls in processing areas?	3
1.8	Is waste removed from site by a recognized waste control Contractor/yourself?	3
1.9	Do you have any allergen/wood/glass control program?	3
2.0	Do you have a written cleaning schedule for all areas of the factory?	3
		Yes, chkd, water tank cleaning blue diamond

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2.1 Do you conduct training for cleaning staff? Records?	3	
2.2 Are cleaners trained to comply with all health and safety aspects of Chemical handling?	3	
2.3 Is a planned maintenance program followed?	3	Inhouse
2.4 Are engineering staff trained in food safety issues?	3	
2.5 Does management carry out regular documented food safety audits of The factory?	3	Internal audit & MRM done on 05/10/15
2.6 Are procedures regularly monitored, reviewed and changed where Applicable?	3	
2.7 Are the vehicles carrying high risk food items installed with Refrigeration or freezer units?	3	Caliberated by Abhath
2.8 Is there any cleaning schedule for the vehicles and verification system Available?	3	
2.9 Are the vehicles are only dedicated for transport of Food stuffs?	3	
Section 3 Pest Control		
3.2 Do you have a pest control contract? Name of contractor?	3	NPC
3.3 How frequent are visits from the pest control contractor?	3	Monthly, last service 07/12/15
3.4 Are pest control records maintained along with chemicals used/MSDS And available for inspection?	3	
Section 4: Procedures for supplier approval		
3.5 Do you have a documented supplier approval system?	3	Chkd: Finest seas gen trdg
3.6 Do you audit raw material suppliers?	3	yes
Section 5 : Quality Control Procedures		
3.7 Have you undertaken hazard analysis (HACCP) of your processes? (defining and documenting areas of potential risk to the product and Monitoring them)	3	
3.8 Do you inspect all incoming raw materials?	3	

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3.9	Do you carry out tests on all incoming raw materials? Or the final product?	3	Lab sampling : DCL & ABC
4.0	Do you have documented calibration procedures for measuring Instruments?	3	Abhath
4.1	What quality control checks are carried out before releasing products to Customers?	3	
4.2	Do you keep reference sample for the life of the product?	3	
4.3	Is there a procedure for controlling non-conforming product?	3	On spot return
4.4	Do you have a comprehensive product recall procedure?	3	Traceability done on 21/11/15
4.5	Is there a written procedure for dealing with customer complaints?	3	
4.6	Do you use your own transport?	3	
Section 6 : Personnel			
4.8	Do you have an induction programme for all new staff	2	Rec : Can be inhouse
4.9	Do you have a written hygiene policy?	3	
5.0	State the type of food hygiene training employees receive?	3	PIC, BFH inhouse
5.1	Do all employees undergo periodic refresher training?	3	
5.2	Are training records kept for all members of staff?	3	Chkd : Juby, Abdul
5.3	Do you provide protective clothing to all food Handlers?	3	OHC chkd : Abdul rasheed
5.4	Additional Comments:		
Name of the Auditors/Inspectors : Ms.Shilpa, Chef Sameh		Date:23.12.15	Total Score = 99% Superior
Designation: Hygiene officer, Executive chef			

Superior = >95%, Satisfactory = 85-94%, Unsatisfactory/Revisit required = 75-84%, Poor = <75%