Artisan/Farmstead Cheese Supplier **Compliance Checklist**

	documentation is used by) addr	ess ar	ıy	
Date:					
	lier Name:				•
Addre					•
	e Number:				•
	r/Manager Name:				•
	of Operation:				•
	Buyer:				•
	Region/Store:				•
Produ	ucts Made and being considered for review:				
					_
					-
					-
					-
<u>Sec</u>	tion 1 – FOOD SAFETY MANAGEMENT:				1
		yes	no	n/a	value
1.01	Are all ingredients and sub-ingredients in the products to be sold at compliant with the Quality Standards?				
		-			
		-			
1.02	Is the milk supply used to make product rBST free?	-	1		
1.01	Please provide documentation and any additional steps taken to support an rBST free claim.			L	1
1 03	Does the milk used for cheese production meet all regulatory requirements for antibiotic testing?	-	1	T	
1.05	What test are being conducted to verify the milk does not contain antibiotic residue?	-		<u>ل</u> ــــــــــــــــــــــــــــــــــــ	CRITICAL
1.04	The test are being contacted to termy the mink does not contain antibiotor resident	-	1	T	CRITICAL
1.04	Please tell us how many dairy animals are in the operation.	-		<u>ل</u> ــــــــــــــــــــــــــــــــــــ	
	If the milk used for making cheese is NOT produced on-site, please answer next question	1			
1.05	Please provide source for the milk used to make to hease through the source of the milk used to make the milk used to make these products.	-	1	T	· · · · · ·
1.05	If milk is supplied from on-site animals, please describe the milking procedures used and how contamination is controlled or minimized.	┼───			4
	In milk is supplied from on-site animats, please describe the milking procedures used and now contamination is controlled or minimized. What type of systems are in place to verify the milk meets the Food Safety and regulatory standards?	-			
1.06	How many stores will you be supplying product to?	÷			·i
1.06	How many stores will you be supplying product to? Provide a list of stores you are or will be providing.	<u> </u>			
1 07				—— [—]	<u> </u>
1.07	Provide a list of products produced and production capabilities	<u> </u>		L	
1 00	Provide a list and the possible amount of product that you may produce safely without exceeding your production capacity			—— [—]	<u> </u>
1.08	Is an owner operated facility used to produce the product?				4
	If this is an owner operated facility, the owner/operator must complete this questionnaire and attach or provide all supporting documents	<u> </u>			
1.09	Does the owner use an off-site facility, shared kitchen or Co-Packer to produce, store or hold product? If yes, provide more information				4
	The supplier must provide information on any facility being used to process, package, or store the product for	-			
	The supplier and/or facility must assume responsibility for compliance with all requirements set forth including liability and insurance indemnification.	<u> </u>			
1.10	Does the facility have the required insurance for your products?				4
	We request all supplier partners to carry insurance. The type of coverage and amount depends on a products risk level. Please check with your				
	contact to get specific insurance requirementsand its subsidiaries must be named as an additional insured by endorsement to				
	your insurance policy. We will request a copy of the endorsement with your certificate of insurance on an annual basis.				
1.11	Does the facility participate in third party auditing?				
	A supplier that participates in a third party audit system is a lower risk than one that doesn't.				
	All suppliers participating in third party audits should make the reports available for review by authorized Team Members.				
1.12	Is the facility compliant with the Reportable Food Registry requirements?				
	http://www.fda.gov/food/foodsafety/FoodSafetyPrograms/RFR/default.htm				
1.13	What is the water source used in the facility?				
	Provide documentation of testing.				

1.14 Do you have means of disposing of waste?

such as in fluid milk and dairy products.

1.15 Do you have a record retention policy in place?

Waste disposal must meet all regulatory requirements and be conducted at a frequency to mitigate pest activity.

1.16 Does the facility have finished product testing done? (Independent lab or state obtained samples)

A record retention policy must meet a minimum standard of 2 years and/or shelf life if longer than 2 years, with records available upon request.

Finish product testing is highly recommended for all high-risk items. These should be done on a monthly basis look for pathogenic strains of microorganisms. Ideally the facility would test and hold each batch of product, but the shelf life of the product may not allow for this in some cases. Some state agencies may pick up samples for regular testing

20

Subtotal

1 of 3

Artisan/Farmstead Cheese Supplier Compliance Checklist Level 1

Section 2 – PREREQUISITE PROGRAMS and GMPs:

2.01	Is this a raw milk cheese product?	yes	no	n/a	value
	If milk is supplied from a vendor/coop, please describe how its evaluated for safety before its use.				
	Provide and verify SOPs and other documentation to ensure a minimum of 60 day aging of the product before sale. Are records maintained?				CRITICAL
2.02	Is this a pasteurized cheese product?				
	Please describe the pasteurization system used and any relevant time/ temperature requirements that must be met. The facility must have a SOP on their system.				
	Are all charts and records maintained?				CRITICAL
2.03	Does the facility have current Good Manufacturing Practices (cGMPs) implemented?				
	A supplier should take every precaution along the way to ensure they have a safe product in the end. Good Manufacturing Practices and Good Agricultural Practices are an industry standard to follow.				
	If this is a Farmstead Cheese operation, steps must be taken to prevent people/children, clothing, shoes, tools, and such from entering the cheese making room without adequate sanitation steps taken.				
2.04	Does the facility provide food safety training for all food employees?				
	It is the responsibility of the supplier to ensure that all food employees are properly trained in the safe handling of food, Good Manufacturing Practices and HACCP where appropriate. Is it documented? Annual training is required.				
	Training includes internal training specific to the job being performed and external training such as Extension Service courses.				
2.05	Does the facility have a written employee illness policy?		1	1	
	It is the responsibility of the supplier to have a written employee illness policy.				
	Employee illness is the number one cause of foodborne illness.				
2.06	Does the facility participate in an environmental monitoring program that screens the facility for pathogenic microorganisms such as E. Coli, Listeria Sp., etc			1	
2.00	The facility should be conducting environmental sampling/testing verification on a monthly basis. Sampling areas should include a minmum of food contact equipment, aging				
	rooms walls, condensate drains, floor drainens, wheels on equipment etc.				
	FDA or the State conducts sampling and screening for pathogens on a routine basis. It is best for the facility operator to have a good method of surveillance to detect and				
	mitigate any organisms of concern.				
2.07	Does the facility have a pest management program implemented to control pests in the facility?			T	
	If done by a service company, please ask for reports, insurance certification, and license.				
	If done by owner/operator, please review records and logs for license(if using pesticides), pest monitoring and measures taken to control pest.	-			
2 00	If providing perishable Cheese (fresh, soft ripened, etc) that requires temperature control, does the facility have the necessary equipment to produce and hold		1	T	
2.00	You must have the cooking, pasteurization, cooling and cold holding capacity for the product that is being made.				
	If volume exceeds capacity, adjustments must be made and possibly more equipment added.	-			
			1	1	
2.09	How will the products be delivered to the stores: direct to the stores, through the distribution system or other?				
	Please explain how the product will be delivered to the store.	-			
	If delivering cold product, it must be delivered under temperature control through refrigeration or other effective method.	-			
	Please explain how traceability and cold chain integrity will be maintained.		1	1	
2.10	Are labels in compliance with ingredient and nutrition requirements?				
2.10	If nutritional information is being disclosed, the facility must have an accredited lab or use other industry standards to generate the information. If any health claims ("low fat", "fat free" etc.) are made, they must be in compliance with the NLEA standards.				
	Are all allergens disclosed on the labels in accordance with Law? FALCPA (Food Allergen Labeling and Consumer Protection Act)?		1	1	
2.11	Are all allergens disclosed on the labels in accordance with Law? FALLPA (Food Allergen Labeling and Consumer Protection Act)? The Food Allergen Labeling and Consumer Protection Act require that ALL major food allergens (the Big 8) be clearly identified on the label.				
	The road Allergen tabeling and Consumer Protection Act require that Att major hold allergens (the big of be clearly identified on the label). Are all inarcedients and sub-inarcedients clearly identified in English on the label?		1	1	
2.12	Are all ingredients and sub-ingredients clearly identified in English on the label? All product sold in the United States must have all information at minimum in the English language. This also includes Name and Address of Distributor or Manufacturer.				
1 1 2	Are product sole in the onled states must have an information at minimum in the clights hanging. This also includes varie and Address of Distribution of Mandacturer.		1	1	
2.13	Disclosing hazards such as pits, seeds, or other common items found in the product may reduce liability and insurance claims. (Note: SOME VENDORS ADD FRUIT, NUTS,				
	OLIVES, Etc to cheese)				
2.14	Are any organic label claims made or icons used? Products which only identify organic ingredients in the "ingredients:" listing, but do not use the word "organic" elsewhere on the label, are not subject to this requirement.				
2.15	If providing perishable Cheese (fresh, soft ripened, etc) that requires temperature control, does the label state "Keep Refrigerated" or "Keep Frozen"?	1		1	
		┣	<u> </u>	1	
	It is important to have clear instructions for the retailer and consumer.				
		1			

Artisan/Farmstead Cheese Supplier Compliance Checklist Level 1

	tion 3 - Control of Food Hazards and Food Safety Plans (HACCP)	yes	no	11 <i>7</i> a	value
01	FSMA requires a validated FSP plan be implemented for all Milk and Dairy related items including Cheeses. Ensure that the facility has a strong FSP plan and verification documents for cooking temperatures, Pasteurization temperatures, cooling temperatures, holding temperatures				
	Ensure that the facility has a strong row plan and vehication documents on cooking temperatures, rescentration temperatures, orong temperatures, row of the strong row of the strong respectation. Ask for copies of calibration logs well as all other CCPs. The plan must be reviewed annually. What was the last review date?				
	and transportation. Ask for copies of calibration logs as wen as an outer corts. The plan must be reviewed annually. What was the last review dote: Facility should have a FSP team in place with a FSP Coordinator identified. The Coordinator should have gone through training and have a certificate.	-			
	The FSP should reference requilatory pasteurization requirements if applicable.	-			
	The ray should reference regulatory pasted radio requirements in applicable. Food Safety Plan should reference Prerequisite programs such as GMP's, Cleaning and Sanitizing schedules & procedures, and other quality procedures being used.	-			
	The Critical Control Points (CCPS) should be validated, verified and documented.	-			
			-	1	
2	Do the cheeses produced meet all of the 21 CFR 133 "Standards of Identity"? If so, which standards do they fall under?			1	
	Is there an allergen control program (gluten, dairy, soy, egg, etc.)?		1	1	
	Is there an aniergen control program (gluten, dairy, soy, egg, etc.). The facility must have an allergen control plan in place as part of their HACCP plan.		-		
	The facility must have an allergen control plan in place as part of their nACC plan. The facility should conduct initial allergen screening on all products and random allergen testing after that to ensure adherence to tolerance levels.	-			
	The facility should conduct initial anergen screening of an products and random anergen testing after that to ensure adherence to toerance revers.	-			
	The employees must have been well trained on allergen control in their facility.	-			
٨	Does the facility use a reduced oxygen or vacuum type package for its product? Is the procedure approved by a recognized process authority?		1	1	
	Reduced Oxygen oakaging has been implicated in many foodborne illness outbreaks including some caused by <i>Clostridium botulinum ad Listeria monoctogenes</i> .				
	Facility must have a HACCP plan to control the hazarda associated with this type of packaging.	-			
5	Are any of the Cheese products being provided sold or re-packed in brand containers or out of an in-store bulk display?		1	T	
-	Ensure that there is a good lot traceability program established from facility through retail sale.			1	
6	Have the facilities products ever been implicated in a foodborne illness outbreak?		1		
•	A history of foodborne illness outbreak could be caused by a poor food safety management structure. Ensure that all corrective actions have been made and no pending				
	investigations are in operation.				
	Have facility share results of any product testing done after incident.				
	Have the facilities products ever been the subjects of a Class 1 Recall?				
	Facility must show three consecutive negative test results for pathogens of concern for each batch of products being sold to				
	3rd Party audit is required prior to selling products to				
	A history of recall should be studied and corrective actions verified for compliance prior to allowing product into the product mix.				
8	Does the facility have a recall system/procedure in place including mock recalls? Please provide the date of last mock recall				
	Any supplier producing items for sale at must be able to recall any item that may have been adulterated, mislabeled, misbranded or otherwise negatively affected.				
	Have the supplier or operator demonstrate or share their history of mock recall test.				
	Have the supplier or operator demonstrate compliance with traceability requirements. All product (100%) from a lot or production date must be accounted for in a two hour period to be considered a successful Mock Recall.				
9	Does the facility have all required regulatory permits? (State/Local Health/Ag permit, Milk and Dairy, tax id, etc)				
	Regulatory permits may be administered by the State and/or Local Health departments (Manufactured Food, Retail Foods, Meat safety, Dept of Ag) or FDA and/or USDA (if the				
	facility operates under Interstate Commerce).	1			
	All permits must be current and in good standing or the product will become misbranded and detainable. If a supplier goes out of business, the product also become misbranded				
	and cannot be offered for sale				
	Are all official audits/inspections available for review?				
	It is important to be able to verify that the products being produced in the facility are safe and the facility or operation is in good standing with Regulatory agencies.	I	-	-	
1	If providing Organic product, does the facility have the necessary certification?				
			-		
	Does the product label have a clear code "Best By" date and any other recall information applied? Provide an example			1	
	All items must have easily identifiable information on each individual retail package or bulk container to ensure that if a recall is initiated, the product can be identified and pulled.				
	The identification system used on the package must be permanent in nature and have the required information to trace back the item to a production lot or batch.				

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