

Florida Department of Agriculture and Consumer Services
Division of Food Safety

HACCP SANITATION MONITORING CORRECTION

Following is an outline of the eight key areas of sanitation and a description of what is covered under each area. Included after the description are suggested frequencies of monitoring.

1. **Safety of water** – this area relates to:
 - a) Source and treatment of water that comes in contact with food or food contact surfaces
 - b) Water that is used in the manufacture of ice
 - c) Cross connections between potable and non-potable water systems

Monitoring

Monthly	Daily
<u>Municipal source</u> <u>Frequency</u> : annually <u>Monitoring</u> can be accomplished by having a bill from the municipal water source and your could request verification of water quality from the municipal source	<u>Cross-connections</u> <u>Frequency</u> : Daily, if hose bibs not protected <u>Monitoring</u> : Visually – monitor if hose bibs are not protected, cross connection in the plant environment such as submerged in wash tanks, or cleaning chemical metering pumps
<u>Well</u> <u>Frequency</u> : quarterly <u>Monitoring</u> : can be accomplished by having water tested quarterly	
<u>Cross connections</u> <u>Frequency</u> : semi-annually unless changes are made <u>Monitoring</u> of hard plumbing cross connections between potable lines and non-potable sewer lines.	

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if you receive a report of analysis for well water that shows high total coliform counts, your correction may be to stop process and to resample immediately. If the resample is satisfactory, processing can restart. All corrections must be recorded on the sanitation monitoring record.



2. **Condition and Cleanliness of Food Contact Surfaces** – this area relates to:

- a) Design, workmanship, and maintenance and materials used for food contact surfaces. Equipment must be designed to be easily cleaned and maintained in a sanitary condition as well as withstand the environment of its intended use.
- b) Routine scheduled cleaning and sanitizing of food contact surfaces including gloves and outer garments.
- c) Cleaning of all food contact surfaces is accomplished using detergent and water where sanitizing is accomplished using compounds such as chlorine, quaternary ammonium or iodine.

Monitoring

Monthly	Daily
<u>Condition of processing equipment</u> <u>Frequency</u> : monthly or more often if equipment is repaired or replaced to assure it meets the construction standards <u>Monitoring</u> can be accomplished walking through the process areas and looking at equipment that comes in contact with the food – including ice lines and non-potable sewer lines.	<u>Cleaning and sanitizing of equipment, utensils, gloves and outer garments that come in contact with food</u> <u>Frequency</u> : Every time the equipment is cleaned and sanitized <u>Monitoring</u> : Visually inspect the entire processing operation. If you process raw finfish you may monitor once a day, prior to start; however, if you process ready-to-eat products you may need to monitor at start and every four hours after. Monitoring should include recording the strength of the sanitizer.
	<u>Condition of the gloves and outer garments</u> <u>Frequency</u> : Once a day, prior to start of operations <u>Monitoring</u> : Visual inspection of gloves and outer garments

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if you observe an ice shovel that is cracked and pitted, it should be taken out of the processing area and replaced. The correction should be noted on the sanitation record.

3. **Prevention of cross contamination** – this area relates to:
- a) Employee practices to prevent product contamination
 - b) Physical separation of raw and cooked product
 - c) Plant design to prevent contamination

Monitoring

Monthly	Daily
<u>Plant Design</u> <u>Frequency</u>: monthly or more often if modifications are made to the facility. <u>Monitoring</u> can be accomplished walking through the facility to assure that the plant layout and structure do not contribute to contamination. Examples are cooked product lines near raw product lines, or excessively crowded processing conditions.	<u>Employee practices</u> <u>Frequency</u>: At the start of production and at least every four hours during production – more often if necessary to ensure that employees' hands, gloves equipment and utensils are washed and sanitized (as necessary) after being contaminated. <u>Monitoring</u>: Visually observe employees wash and sanitize their hands, gloves, equipment or utensils that have come in contact with waste, the floor or other unsanitary objects. Monitoring should include recording the strength of the sanitizer.
	<u>Separation of raw and cooked product</u> <u>Frequency</u>: Coolers and processing area every four hours during operations and at the end of processing to ensure that unpackaged cooked product is separate from raw product <u>Monitoring</u>: Visual inspection of coolers and processing areas.
	<u>Food allergens (Juice firms)</u> <u>Frequency</u>: Appropriate cleaning and sanitizing schedules must be in place, especially if allergenic compounds (milk) are run on the same process line. <u>Monitoring</u>: should include recording cleaning time and strength of the sanitizer.

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if during monitoring you observe an employee touch raw product and then touch cooked product without washing and sanitizing their hands (or gloves) in between, the employee should be retrained on proper sanitary practices. The correction should be noted on the sanitation record.

4. **Hand-washing, hand-sanitizing, and toilet facilities** – this area relates to:
- Maintenance of hand washing, sanitizing and toilet facilities which must be located where good sanitary practice requires employees to wash their hands
Note: Hand washing is necessary in a facility that produces raw fishery products to prevent the introduction of filth to the product. Hand washing and hand sanitizing is necessary for those employees that handle ready-to-eat food, or food packaging materials or food contact surfaces for ready-to-eat product to prevent the introduction of filth and pathogens to the product.
 - Adequacy of sewage disposal

Monitoring

Monthly	Daily
<u>NONE</u>	<u>Hand-washing and Hand-sanitizing facilities</u> <u>Frequency:</u> Daily during the pre-op inspection. The concentration of hand sanitizing solutions should be monitored at pre-op and every four hours during processing for ready-to-eat products. <u>Monitoring:</u> Visually check the hand wash stations for hot water, soap and sanitizers if necessary. Check the concentration of the sanitizer.
	<u>Toilet facilities</u> <u>Frequency:</u> daily – during pre-op inspection <u>Monitoring:</u> Visual to ensure toilet facilities are adequate, in good repair, and are adequately supplied.

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if during monitoring you observe a toilet that has a leaking seal, the toilet should be taken out of use and fixed before it can be put back in use. The correction should be noted on the sanitation record.

5. **Protection from adulterants** – this area relates to:
- Protection of food, food-packaging material and food contact surfaces from microbiological, chemical and physical contaminants
 - Contaminants include lubricants, fuel and pesticides, cleaning compounds, sanitizing agents, condensate and floor splash

6. **Proper labeling, storage and use of toxic chemicals** – this area relates to:

- a) Labeling, storage and use of toxic compounds

Monitoring

Monthly	Daily
<u>NONE</u>	<u>Protection from adulterants</u> <u>Frequency:</u> Daily at start up and every four hours after <u>Monitoring:</u> Visually observe that food is protected from contaminants such as condensate, floor splash, glass and toxic chemicals.
	<u>Labeling and storage of toxic chemicals</u> <u>Frequency:</u> daily – during pre-op inspection <u>Monitoring:</u> Visually observe that toxic compounds are labeled properly and stored away from in-process product.

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, during monitoring you observe an unlabeled bottle containing a clear liquid in the processing area. The bottle should be removed, and the contents identified or destroyed. If identified, the contents should be written on the bottle. The correction should be noted on the sanitation record.

7. **Control of employee health conditions** – this area relates to:

- a) The execution of persons who appear to have an illness, wound or other affliction that could be a source of microbial contamination to the food

Monitoring

Monthly	Daily
<u>NONE</u>	<u>Employee health conditions</u> <u>Frequency:</u> Daily before start of production <u>Monitoring:</u> Visually check employees entering the process area for illness, wounds or other afflictions.

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if during monitoring you observe an employee who has cold symptoms, you could have them work in an area of the facility that is not near in-process product or suggest they go home and rest. The correction should be noted on the sanitation record.

8. **Exclusion of pests** – this area relates to:

- a) The presence of pests such as rodents, birds and insects. Even if pest control is contracted to an outside company, it is still your responsibility to assure there are no pests in the facility.

Monitoring

Monthly	Daily
<u>NONE</u>	<u>Exclusion of pests</u> <u>Frequency</u> : Daily, during pre-op inspection <u>Monitoring</u> : Visually check processing areas including storage warehouses for pest activity.

Corrections: Critical to the success of monitoring is the correction and recording the correction of deficiencies. For example, if a check of the storage warehouse found rodent excreta pellets, the correction might be to remove the pellets and clean the area before start-up. You could follow that up with a call to the pest control company to report your observation. The correction should be noted on the sanitation record.

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