

HACCP Plan								
Preventive Control Number	Process Step	Process Control Number (CCP)	Process Hazard	Process Control Limits	Monitoring Procedures	Deviation Procedures and Corrective Action	Verification	Records
Identifies the Preventive Control that controls a Process Hazard	Identification of step from process flow chart.	Identify the Critical Control Point.	Describe the hazard that is controlled at this point.	What limits must the CCP stay within to be in control?	How is the CCP monitored: Who is responsible, what procedure is followed, what measurements are taken or observations made, how often is the monitoring performed, where are results recorded?	When limits are exceeded: who is responsible for corrective action, what procedures are followed, what actions are recorded?	What procedures are followed for verification: who is responsible, what measurements or observations are made, how often is verification performed, what observations or measurements are recorded.	What records are maintained?
#1	Ingredient Storage #3 (Refrigerated) (Process Control)	#3	<p>Pathogens (Salmonella)</p> <p>Shelf Life: Whole Liquid Eggs - Product is recommended to be stored at 40°F or below. Recommended shelf life is fourteen (14) days from date of manufacture for tanker, totes and pails and thirty (30) days for bag-in-box.</p>	Temperature parameters are 30° to 40° F	<p>What: Cooler Temperature</p> <p>How: Temperature Monitoring System monitors the temperature for the cooler and when the temperature rises or falls above the range of the set-point the alarm and security system will notify Ellison Bakery.</p> <p>Data loggers are installed inside the coolers for internal temperature monitoring.</p> <p>Frequency: Continuous Temperature Monitoring</p> <p>Who: Security System</p>	<p>Security System will contact Ellison Bakery, Plant Manager and Chief Operations Officer until contact can be made.</p> <p>If no one is at the facility the products that have been without controlled refrigerated monitoring would result in the products being placed on "HOLD" or designated as food waste.</p> <p>(Reference document P-245 Control of Nonconforming Product and Equipment)</p> <p>Corrective Action: Non-Conformance would be created for the failure of temperature monitoring in Safefood 360. (P-253 - Corrections and Corrective Actions)</p>	Data Loggers verifications are conducted monthly by the Quality Assurance Manager (PCQI).	<p>Hard copies of data logging records are retained for 2 years and are on file in our company network.</p> <p>All verification, non-conformance, corrective action records are retained in company files or in Safefood 360</p> <p>All training records maintained in the company training logbook or in Alchemy Training System.</p>

#2	Baking #10 (Process Control)	#10	Pathogens (Listeria / Salmonella)	<p>The minimum baking temperature is 300° F for any product.</p> <p>For all rotary molded items the minimum bake time is 3.0 minutes.</p> <p>For wire cut cookies < 1.0oz., the minimum bake time is 6.0 minutes.</p> <p>For wire cut cookies 1.0oz. to 2.0oz., the minimum bake time is 8.0 minutes.</p> <p>For wire cut cookies > 2.0oz. to < 3.0oz., the minimum bake time is 10.0 minutes.</p>	<p>What: Baking</p> <p>How: Time and temperature are PLC monitored by the PLC to compare to the set point, data is recorded from the oven temperature monitor by the operator. Manual adjustments to recipe set points are recorded on the oven log sheet in the comments section and alarms are documented.</p> <p>Frequency: Each batch the oven operator monitors and records time and temperature on the oven log sheet.</p> <p>Who: Oven Operator</p>	<p>Operator must immediately notify supervisor, maintenance and shut the line off. They must investigate the root cause and correct before restarting.</p> <p>All product must be placed on "Hold" or designated as food waste.</p> <p>(Reference document P-245 Control of Nonconforming Product and Equipment)</p> <p>Corrective Action: Non-Conformance would be created for the failure of temperature monitoring in Safefood 360. (P-253 - Corrections and Corrective Actions)</p>	<p>Food Safety Manager (PCQI) and Quality Assurance Manager (PCQI) sign-off on shift records.</p> <p>Food Safety Manager performs a verification of CCP records for compliance and completion of Oven Log Sheets (F-511-001)</p> <p>Quality Assurance and Food Safety Managers perform quarterly oven band speed verification.</p> <p>All oven thermocouples are verified annually.</p> <p>All ovens are certified every 3 years by a certified oven manufacture.</p> <p>Food Safety Manager performs quarterly training for all operators related HACCP, Metal Detection and FSMA compliant oven log records. (P-290 - Employee Training) (F-290-001) (F-290-002)</p> <p>Food Safety Manager conducts annual Preventive Controls Training for oven operators.</p> <p>Records of monitoring and corrective actions are to be verified within 7 working days of creation by the Food Safety Manager. (P-250 - Verification and Validation)</p>	<p>Hard copies of shift records are retained for 2 years and are on file in our company network.</p> <p>All verification, non-conformance, corrective action records are retained in company files or in Safefood 360</p> <p>All training records maintained in the company training logbook or in Alchemy Training System.</p>
----	---------------------------------	-----	--------------------------------------	---	--	---	---	---

#3	Metal Detection #15	#15	Metal	1.5mm FE 2.0mm Non-FE 2.5mm 316 Non-Magnetic Stainless Steel	What: Metal Detection: Each test limit must be detected with the rejection mechanism actuated at the correct time.	CCP Failure: Operator must immediately notify supervisor, maintenance and shut the line off. Supervisor, maintenance and operator are to investigate the cause and correct.	Food Safety Manager Food (PCQI) and Quality Assurance Manager (PCQI) sign-off on shift records. (F-511-001)	Metal Detector Checks Form (F-1176-012)
					How: Test pieces are passed through the metal detector for rejection.	CCP Non-Compliance: A CCP Non-Compliance for failure to perform the 3 required CCP checks per shift would result in a CCP Non-Conformance (F-1176-001) for the operator and the affected product. All products are placed on "HOLD" back to the last previous good documented check. CCP Failures (F-1176-002) and CCP Non-Conformances (F-1176-001) are documented for CCP Failure of the metal detection unit and Non-Conformance failure for monitoring the 3 required checks per shift. (Reference document P-245 Control of Nonconforming Product and Equipment)	Food Safety Manager performs CCP verification for CCP compliance and completion of Oven Log Sheets, WinSPC, Bagger and Offline Sheets. (F-1176-005)	Ice Cream Cookies Metal Detector Checks Form (F-1176-013)
					Frequency: All 3 critical limits are tested at a minimum of 3 times per 8 hour shift.	A corrective action would be created for all CCP Failures and CCP Non-Conformances in SafeFood. (P-253 - Corrections and Corrective Actions)	Food Safety Manager performs bi-monthly verification for operators and QA technicians conducting CCP checks for monitoring activities of metal detection. (F-1176-006)	Higher Standard - Customer Specified Products - Metal Detector Checks Form (F-1176-011)
					Who: Quality Technicians, Crunch Room Operators and Bagger Room Operators	Detection of Foreign Objects: (Additional reference P-1176 - Detection of Foreign Objects)	Food Safety Manager performs quarterly training for all operators and QA technicians related to HACCP, Metal Detection and FSMA compliance of CCP records. (P-290 - Employee Training) (F-290-001) (F-290-002)	WinSPC Statistical Process Control System
						All metal detectors are certified annually by the manufactures.	Bagger Log (F-1176-010)	
						Food Safety Manager performs a 100 piece performance verification on all metal detectors annually. (F-1176-008)	Offline Worksheet (F-1176-004)	
						Records of monitoring and corrective actions are to be verified within 7 working days of creation by the Food Safety Manager. (P-250 - Verification and Validation)	WinSPC - Metal Detection Verification (F-1176-005)	
							CCP Failure (F-1176-002)	
							CCP Non-Compliance (F-1176-001)	
							Metal Detector Certification Records (H-Drive)	
							Metal Detection Verification (F-1176-006)	
							Performance Verification (F-1176-008)	
							Detection of Foreign Objects are logged in SafeFood 360 CCP Rejection Inspection (F-1176-007)	
							Training Records (F-290-002)	
							Corrective Action Records are maintained in SafeFood 360.	

Food Safety Manager: _____

Date: _____