FOOD SAFETY PROGRAM

HACCP Plan

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Company Information

COMPANY: Mr. Tortilla, Inc.

ADDRESS: 1112 Arroyo St.
San Fernando, CA 91340

PHONE: (818) 233-8932

FAX: (818) 855-8085

PRESIDENT: Anthony Alcazar

Principal BUSINESS: Flavored Flour Tortillas

QUALITY STATEMENT: Mr. Tortilla is committed to provide the best flavorful, high quality tortillas to our customers that meet their expectations for taste, value, and food safety.

MANAGEMENT POLICY STATEMENT:

We will continuously provide our employees with the resources, including information and training, which they require to understand and be competent in applying these practices. We will continuously review these practices to identify gaps and communicate to our employees any opportunity to improve our performance to ever higher levels of product safety and quality.

Where improvements to our facility can contribute to ensuring the safety and quality of our products, we will invest in making these improvements.

ORGANIZATION:

President:	Anthony Alcazar
Operations Director	Ronald Alcazar
Production Manager	Edgar Rodriguez
Director, Quality and Compliance	Tom Jondiko
Controller	Tony Alcazar

1.1 Scope

A Hazard Analysis and Critical Control Point Program has been established at Mr. Tortilla in order to ensure the safety of our food products. This program includes all product types within the facility.

The program is established in accordance with the seven guiding principles as adopted by the Codex Alimentarius Commission:

1) Conduct a hazard analysis;
2) Determination of Critical Control Points (CCPs);
3) Establishment of Critical Limits;
4) Establish a system to monitor control of the CCPs;
5) Establish the corrective action to be taken when monitoring indicates that a particular CCP is not under control;
6) Establish procedures for verification to confirm that the HACCP system is working effectively;
7) Establish documentation concerning all procedures and records appropriate to these principles and their application.

Along with the FAO/WHO Food Standards CODEX alimentarius, Federal and industry guidelines are also available on http://gmiweb01/quality/Lists/Links/AllItems.aspx and are continuously monitored to allow the facility to react to new information and risks

1.2 Plant Information

1.21 Name

Mr. Tortilla, Inc. – Tortilla processing plant – San Fernando, CA.

1.22 Description

Mr. Tortilla, Inc. owns and operates a facility in San Fernando, California, which produces and packages a variety of tortilla products, consisting of the following categories:

Flour Tortillas:

Composition: Flour tortillas contain wheat flour, and other functional ingredients. Country of origin of each ingredient is detailed in Appendix. Individual product compositions are defined in our database, specification ingredient declaration and production records.

Packaging System:

Finished product is packaged, retail product is kept refrigerated and food service product is kept frozen at the plant location, product will be shipped in a chilled or freezer truck to a main warehouse. Main warehouse will store the product frozen or refrigerated, depending on the type of product until shipped to customers. The main warehouse will store and ship the products refrigerated or frozen depending on the type of product.

Allergens: Products may contain wheat and soy allergens.

INTENDED USE AND CONSUMER:

Mr. Tortilla are intended for various uses:

Retail Line: Retail Product is intended for retail markets and is expected to be consumed at the final costumer's household. Retail product line is intended to be stored and transported under refrigeration. Retail Product is intended for general public and for all age groups.

Food Service Line: Food service product line is intended for Restaurants, institutions etc. Food service line is recommended to be transported and stored frozen until use.

The actual consumers will be the general public, all age groups.

SHELF LIFE:

The shelf life of Retail Product is 106 days from the date of production, when kept under refrigeration.

The shelf life of frozen product is 12 months from the date of production, when kept frozen.

This product is not generally expected to be at risk of causing food borne illness or injury because it does not fit the definition of a potentially hazardous food. It is not capable of supporting the rapid and progressive growth of infectious and toxigenic microorganisms.

1.23 Location and Contact Information

COMPANY: Mr. Tortilla, Inc.
ADDRESS: 1112 Arroyo St.
San Fernando, CA 91340
PHONE: (818) 233-8932
FAX: (818) 855-8085
24- HOUR EMERGENCY CONTACTS: Ronald Alcazar (818) 307-7414
Tom Jondiko (979) 587-9467

1.24 Key Management

President:	Anthony Alcazar
Operations Director	Ronald Alcazar

Production Manager	Edgar Rodriguez
Director, Quality and Compliance	Tom Jondiko
Controller	Tony Alcazar

1.3 HACCP Team

1.31 Members

Personnel responsible for daily management of the Hazard Analysis and Critical Control Point (HACCP) Program include the members below. The Operations Director and Quality Assurance Manager have received HACCP training.

Name	**Title**	**Assigned Responsibilities**
Ronald Alcazar	Operations Director	HACCP Administrator
Anthony Alcazar	President	Management
Edgar Rodriguez	Production Manager	Plant Operations
Tom Jondiko	Quality Assurance Manager	SQF/ HACCP Practitioner
Tony Alcazar	Controller	Administrator
Javier Rivera	Head of Purchasing	Shipping/ Receiving Advisor

1.32 Meetings

The HACCP Team shall meet once yearly to review the HACCP plan. The HACCP team will meet at the time of production meetings and will review any pertinent HACCP failures or changes.

Below are a few, but not all, specific changes that may require modification of the HACCP plan. The degree of the change defines when the team must meet for a review. If the change is minor (i.e. personnel change), the entire HACCP team is not required to meet, but a sub-team may meet.

1. Changes in raw materials or suppliers of raw materials.
2. Change in ingredients/recipes.
3. Change in processing conditions, process flow, or equipment.
4. Change in packaging, storage, or distribution requirements.
5. Change in consumer use.
6. Emergence of new risks.
7. Following a recall.
8. New developments in scientific information associated with ingredients, process, or product.
9. Personnel changes.

1.33 Reviews

The HACCP Team shall review the HACCP plan annually for effectiveness and completeness.

Validation: HACCP Validation audits performed annually, will review the year's internal verification audits, HACCP violation records, complaints, and product

withdrawal and recall. The results completed form will be shared with the HACCP team and will be part of the HACCP review meeting.
Changes: Changes or amendments may be made any time during the year, when any changes to the products or processes impact food safety or quality. These changes will be documented.
Verification: HACCP flow diagrams are verified yearly by the HACCP team. Existing flow charts are taken to the floor by HACCP team members and compared with actual equipment set up to verify accuracy. Results of the verification are recorded.

1.4 Prerequisite Programs

1.40 Sanitation
Program in Place: Yes
Program Title: Equipment, Utensils and Cleaning
Where Stored: Electronic and Office
Program Description: Documentation for a **Plant Sanitation Program** has been implemented to meet federal and state regulations pertaining to food manufacturing facilities. The Production Manager supervises the Sanitation Program. All plant personnel are trained for and expected to adhere to Good Manufacturing Practices.

1.41Personal Hygiene Requirements
Program in Place: Yes
Program Title: Hand Washing Facilities
Where stored: Electronic
Program Description: A program has been implemented which is appropriate to the products produced, is documented, and adopted by all personnel including agency staff, contractors, and visitors to the production facility. Training on these practices is performed yearly.

1.42 Maintenance Program
Program in Place: Yes
Program Title: Maintenance for Food Safety, Preventative Maintenance General Procedure
Where Stored: Electronic
Program Description: A program has been implemented to maintain equipment in order to minimize equipment and production down time, to help ensure that product is made and delivered on schedule and in specification. Routine maintenance needs for equipment and structure are assessed, and maintenance personnel on a periodic basis carry out preventive maintenance activities as desired.

1.43 Staff Training
Program in Place: Yes
Program Title: Food Safety Training and Education
Where Stored: Electronic
Program Description: A program have been implemented to define training needs, designate trainers, and training frequencies. The program ensures that all personnel are

demonstrably competent to carry out their activity, through a combination of training, work experience, or qualification.

1.44 Purchasing
Program in Place: Yes
Program Title: Purchasing Process and Raw Material Replacement in Existing Formulas, Approved Supplier Program
Where Stored: Electronic
Program Description: A program has been implemented to ensure that all incoming goods are qualified in order to prevent hazardous material from being used in production and hazardous conditions from entering our work environment. Ingredients, ingredient suppliers, packaging and packaging suppliers are screened to ensure that proper food safety and quality systems are in place to help prevent harmful or out of specification product from entering Mr. Tortilla's systems.

1.45 Allergen Control
Program in Place: Yes
Program Title: Allergen Control Program
Where Stored: Electronic
Program Description: A program to identify, segregate and control allergens has been designed and implemented in order to prevent cross contamination of non-allergen containing product with allergenic components. This program makes sure allergenic ingredients are positively identified, appropriately labeled and effectively segregated, where possible. This program spells out how allergenic ingredients should be handled, and details how personnel should be trained.

1.46 Foreign Material Control
Program in Place: Yes
Program Title: Detection of Foreign Materials Procedure
Where Stored: Electronic
Program Description: Programs have been implemented to control foreign material so as to minimize the potential for food safety and quality risks. The metal detector program, as well as control of chemicals, glass, brittle plastics and wood.

1.47 Transportation
Program in Place: Yes
Program Title: Shipping Procedure
Where Stored: Electronic
Program Description: Programs have been implemented to control shipping and receiving procedures so as to minimize the potential for food safety and quality risks.

1.48 Complaints
Program in Place: Yes
Program Title: Customer Complaint Procedure
Where Stored: Electronic
Program Description: a Customer Complaint Program has been implemented to address customer concerns about finished product quality and safety. Customer complaints are received by Sales or Customer Service Representatives and investigated by personnel of the Quality Control Laboratory. Results of investigations are reported to the appropriate departments. Individual Customer Complaints are kept on database.

1.49 Environmental Monitoring
Program in Place: Yes
Program Title: Environmental Monitoring Program

Where Stored: Electronic
Program Description: A program has been implemented to monitor non-food contact surfaces in the production, receiving and storage areas for the presence of Salmonella and Listeria bacteria. Swabs are collected and tested according to procedure.

1.51 Hold Program
Program in Place: Yes
Program Title: Nonconforming Product Procedure
Where Stored: Electronic
Program Description: A program has been implemented to identify and remove non-conforming product from other inventory.

1.52 Food Defense
Program in Place: Yes
Program Title: Food Defense Program
Where Stored: Electronic
Program Description: A program has been implemented to identify, address and minimize potential food security risks.

1.53 Recall
Program in Place: Yes
Program Title: Recall Market Withdrawal Procedure, Traceability Program
Where Stored: Electronic
Program Description: a Product Recall Program has been designed and implemented in the event that it is necessary to recall product which has been shipped. Data needed for a product recall are put into company computer database by personnel of Production and Quality Assurance. A complete manual of procedures to be followed in the event of a full-scale product recall has been prepared by corporate and is in use. Mock recalls and traceability exercises are performed per the program.

1.54 Document Control
Program in Place: Yes
Program Title: Document and Record Control Procedure
Where Stored: Electronic
Program Description: A program has been implemented to define and control documents easily identify revision and review dates, and identify current document and procedure versions.

1.56 Chemical Control
Program in Place: Yes
Program Title: Chemical Control Program
Where Stored: Electronic
Program Description: Pest control chemicals, sanitation chemicals, maintenance chemicals, and laboratory chemicals are all stored in separate locations and SDS documents are stored in the database (T-Drive)

1.57 Corrective Action
Program in Place: Yes
Program Title: Corrective and Preventive Action Procedure
Where Stored: Electronic
Program Description: A program has been implemented to define significant quality and food safety problems and a systematic procedure for their resolution.

1.58 Crisis Management
Program in Place: Yes
Program Title: Crisis Management Plan
Where Stored: Electronic
Program Description: A program has been implemented to outline steps that will be taken in the event of a supply crisis resulting from natural disaster or system failure, as described in the program.

1.59 Internal Audit
Program in Place: Yes
Program Title: Self-Inspection Program
Where Stored: Electronic
Program Description: A program has been developed to examine programs, practices, documentation, hygiene and fabrication at frequencies based on risk and past performance. Internal Inspections are performed and scheduled as per the program.

HACCP PLAN OVERVIEW

Critical Control Points — The metal detector is the only critical control point. All other control points are covered by at least one of the following:

Ingredients:

1. Certificates of Analysis
2. Letter of Continuing Guarantee
3. Good Manufacturing Practices
4. Receiving/Storage SOP's
5, Sanitation Standard Operating Procedures

Processes:

1. Pre-requisite Programs
2. Good Manufacturing Practices
3. Sanitation Standard Operating Procedures
4. Pre - operational Inspections

HACCP FINISHED PRODUCT PROFILE

General Product Information:

Description of Product(s)	Flavor Tortillas
Intended Use and Consumer / Customer	General Public
Method of storage and distribution	Refrigerated Distribution Frozen Distribution
Shelf Life / traceability Information	Manufacturing Code Date System.

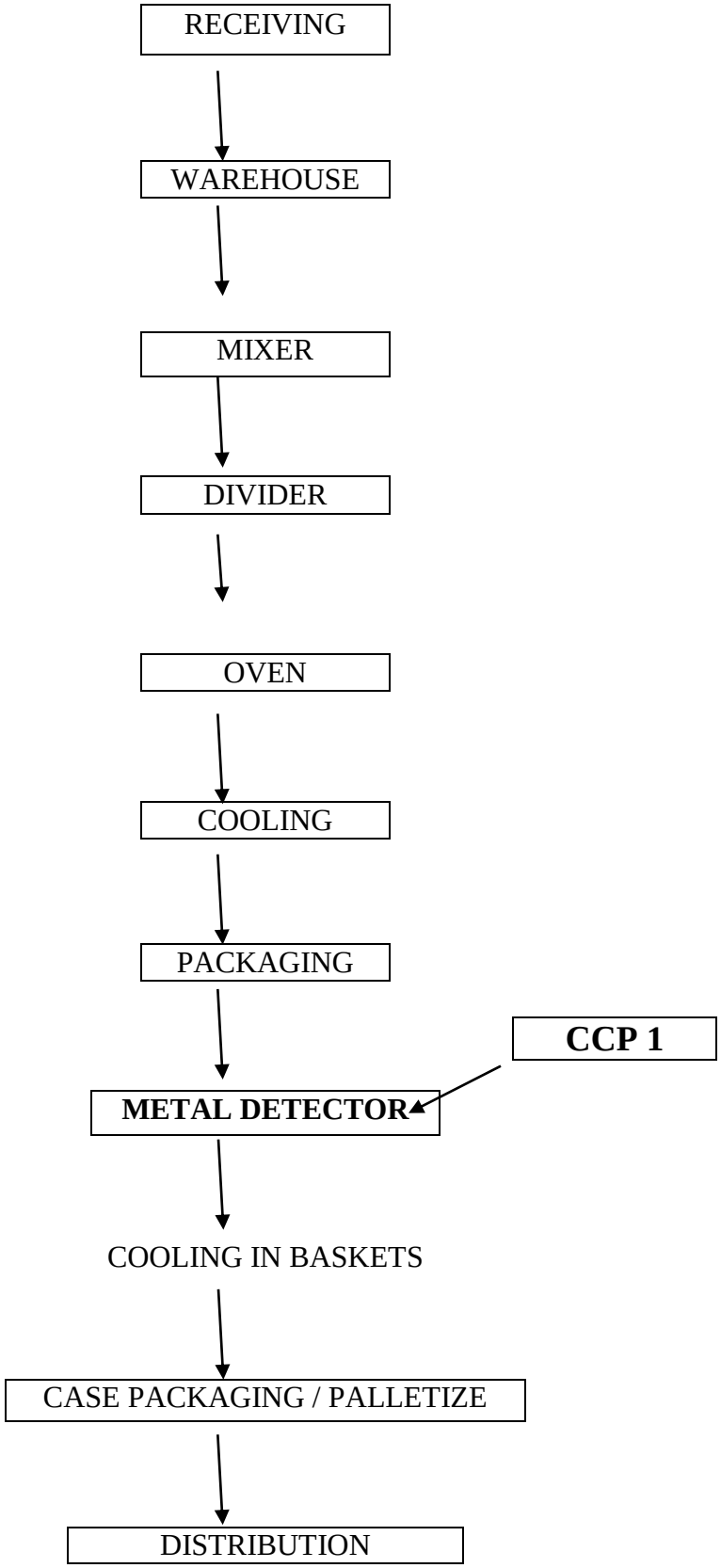
Technical Product Information

Preservative (s)	Calcium Propionate Potassium Sorbate Fumaric Acid Organic Vinegar Cultured Wheat
Water Activity (aw)	<0.8
PH/ titratable acidity.	4.5 to 5.9 pH
Packaging requirements:	Retail Packaging Bulk Case Packaging

Food Safety Information

Potential for Consumer / customer misused:	None
Describe the Potential Food Safety Issues Associated with This Product / Process (be specific):	a) Foreign Material b) Allergen Contamination
List Any Support Programs of Ingredient, Product or Process Parameters Essential to Preventing, Controlling or Eliminating each Food Safety Issue Identified Above.	a) Metal Detector b) Sanitation / Labeling

PROCESS FLOW DIAGRAM
TORTILLA (RET. & F.S.)



INGREDIENT HAZARD ANALYSIS

Product Name/Code: FLOURS

Ingredients	known Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	Critical Ingredient or Hazard
White Flours	B Pathogens	L	**H**	COA	**N**
				Ref. pp 136-137	
	C Aflatoxins	L	H	No historical data	N
	Ref. 1pg. 1003, 813; ref. 2 pg. 442, 174; ref.3 sect. 4pg.27a ref 7				
	P Foreigh Material	L	M	CG	
Coarse Whole Wheat	B Pathogens	L	H	COA	N
	C Mycotoxins	L	H	No historical data	N
	Ref. 1pg. 1003, 813; ref. 2 pg. 442; ref, 3 sec.4 pg. 27				
	P Foreign Material	L	M	CG	N
Corn	B Pathogens	L	H	COA	N
				Ref. 1, pp 136-137	
	C Mycotoxins	L	H	No historical data	N
	Ref. 1 pg. 1003, 813; ref. 2. 442, 174				
	P Foreign Material	L	M	CG	N
Vital Wheat Gluten	B Pathogens	L	H	COA	N
				Ref. 1, pp 136-137	
	C Mycotoxins	L	H	No historical data	N
	Ref. 1 pg. 1003, 813; ref. 2. 442, 174				
	P Foreign Material	L	M	CG	N

Ref. 1: Compendium of Methods for the Microbiological Examination of Food
Ref. 2: Food Microbiology (fourth edition,1988)
Ref. 3: HACCP Workshop Manual
Ref. 4: Bad Bug Book Aflatoxin download from FDA website)
Ref. 5: Handbook of Indices of Food Quality and Authenticity
Ref. 6: AIB Technical Bulletins
Ref. 7: FDA Defect Action Levels Handbook

SH: SUPPLIER HACCP **COA: CERT. OF ANALYSIS** **CG: CONTINUING GUARANTEE**

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step a Critical Control Point? (CCP)
Receiving	**Biological**				
a. Bulk flour	None	No	Not considered to be Potentially hazardous foods		No
b. Palletized ingredients	None	No	" "		
c. Yeast	No - keep refrigerated	No	Receiving and storage SOP's,		
d. Packaging supplies	None	No	Not considered to be hazard		
	Chemical				
a. Bulk flour	Pesticide residues, Sanitizer residues	No	Receiving SOP's, Cont. Guarantee		No
b. Palletized ingredients	Non-food chemicals, pesticides, allergens.	No	Receiving SOP's, Cont. Guarantee		
c. Yeast	Non - food chemicals	No	Allergen Control Program		
d. Packaging supplies	Non - food chemicals	No			
	Physical				
a. Bulk flour	Foreign Material	No	Receiving SOP's Cont. Guarantee Bulk ingredients screened on unloading		No
b. Palletized ingredients	Foreign Material	No	Receiving SOP's, Cont. Guarantee		
c. Yeast	Foreign Material	No	Visual inspection prior to acceptance		
d. Packaging supplies	Foreign Material	No			

INGREDIENT HAZARD ANALYSIS

Product Name/Code: FATS

Ingredients	know Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	Critical Ingredient or Hazard
Shortening	B - None	-	-		**N**
	*3, Sec. 4 , P27				
	C - Sanitizers from Processors	L	M	CG	N
	P - Foreign Material	L	M	CG	N
Canola Oil	B - None	-	-		N
	*3, Sec. 4 , P27				
	C - Sanitizers from Processors	L	L	CG	N
	P - Foreign Material	L	M	SSOP's	N
Mineral Oil	B - None	-	-		N
	*3, Sec. 4 , P27				
	C - Sanitizers from Processors	L	L	SSOP's	N
	P - Foreign Material	L	M	No historical data	N

Ref. 1: Compendium of Methods for the Microbiological Examination of Food
Ref. 2: Food Microbiology (fourth edition,1988)
Ref. 3: HACCP Workshop Manual
Ref. 4: Bad Bug Book Aflatoxin download from FDA website)
Ref. 5: Handbook of Indices of Food Quality and Authenticity
Ref. 6: AIB Technical Bulletins
Ref. 7: FDA Defect Action Levels Handbook

SH: SUPPLIER HACCP **COA: CERT. OF ANALYSIS** **CG: CONTINUING GUARANTEE**

INGREDIENT HAZARD ANALYSIS

Product Name/Code: SUGARS

Ingredients Ingredients Hazard	know Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	Critical or
Dry Sugar	B - None	-	-	-	**N**
(granulate)	*3, Sec. 4 , P27				
	C - None	-	-	-	N
	P - Foreign Material	L	L	CG	N
Honey	B - Yeast, no micro	L	L	CG	N
(powder)	*3, Sec. 4 , P27				
	C - None	-	-	-	N
	* Sec. 5, p. 6				
	P - Foreign Material	L	L	CG	N

Ref. 1: Compendium of Methods for the Microbiological Examination of Food
Ref. 2: Food Microbiology (fourth edition,1988)
Ref. 3: HACCP Workshop Manual
Ref. 4: Bad Bug Book Aflatoxin download from FDA website)
Ref. 5: Handbook of Indices of Food Quality and Authenticity
Ref. 6: AIB Technical Bulletins
Ref. 7: FDA Defect Action Levels Handbook

SH: SUPPLIER HACCP **COA: CERT. OF ANALYSIS** **CG: CONTINUING GUARANTEE**

INGREDIENT HAZARD ANALYSIS

Product Name/Code: Spices (Basil, Garlic, Tomato, Spinach, Parsley, Chilies, Green / Red Pepper, Cilantro, Jalapeno pepper, Cinnamon, Beet Root, Etc.)

Ingredients	Ingredients Hazard know Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	Critical or
Spices	B - Pathogens	L	H	Supplier Sanitizes	**N**
	*1, p.962, *3, Sec.4,p27b(E coli, B. cereus)			CG, SH	
	C - None	L	L	-	N
	P - None	L	L	-	N

Ref. 1: Compendium of Methods for the Microbiological Examination of Food
Ref. 2: Food Microbiology (fourth edition, 1988)
Ref. 3: HACCP Workshop Manual
Ref. 4: Bad Bug Book Aflatoxin download from FDA website)
Ref. 5: Handbook of Indices of Food Quality and Authenticity
Ref. 6: AIB Technical Bulletins
Ref. 7: FDA Defect Action Levels Handbook

SH: SUPPLIER HACCP **COA: CERT. OF ANALYSIS** **CG: CONTINUING GUARANTEE**

INGREDIENT HAZARD ANALYSIS

Product Name/Code: MISCELLANEOUS

Critical Ingredients Ingredients Hazard	know Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	or
Calcium Propionate	B - None	-	-	-	**N**
	aW				
	C - GRAS	-	-	-	N
	P - Foreign Material	L	M	No Historical data	N

Ref. 1: Compendium of Methods for the Microbiological Examination of Food
Ref. 2: Food Microbiology (fourth edition, 1988)
Ref. 3: HACCP Workshop Manual
Ref. 4: Bad Bug Book Aflatoxin download from FDA website)
Ref. 5: Handbook of Indices of Food Quality and Authenticity
Ref. 6: AIB Technical Bulletins
Ref. 7: FDA Defect Action Levels Handbook

SH: SUPPLIER HACCP **COA: CERT. OF ANALYSIS** **CG: CONTINUING GUARANTEE**

INGREDIENT HAZARD ANALYSIS

Product Name/Code: MISCELLANEOUS

Ingredient Ingredients Hazard	know Hazards	Likely Risk (Probability & Severity) H= High, M= Medium, L= Low Probability	Severity	Comment : Preventive Programs in effect or corrective action to assure finish product	Critical or
Water	**B** - Possibility of	-	-	City water supply	N
	Microbial contamination			annual potability test	
	C - None	-	-	By an outside lab.	N
	P - Rust from pipes	L	L	In feed strainer	N

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step a Critical Control Point? (CCP)
Warehouse	**<u>Biological</u>**				
a. Bulk flour	None	No	Not considered Potentially hazardous		No
b. Palletized ingredients	None	No	Not considered Potentially hazardous		
c. Yeast	No - keep refrigerated	No	Receiving and storage SOP's,		
d. Packaging supplies	None	No	Not considered to be hazard		
	<u>Chemical</u>				
a. Bulk flour	Pesticide residues Sanitizer residues	No	Receiving / Storage SOP's,		No
b. Palletized ingredients	Non-food chemicals, pesticides, allergens.	No	Cont. Guarantee		
c. Yeast	Non - food chemicals	No			
d. Packaging supplies	Non - food chemicals	No			
	<u>Physical</u>				
a. Bulk flour	Foreign Material	No	Receiving / Storage SOP's, GMP's Pre-Requisite Programs		No
b. Palletized ingredients	Foreign Material	No			
c. Yeast	Foreign Material	No			
d. Packaging supplies	Foreign Material	No			

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Mixing	**Biological** None	No	Not likely to occur at this step		No
	Chemical Allergen cross -contamination. Cleaning; chemicals residual in mixer container	No	Employee GMP training and annual re - training. Sanitation SOP's Pre-operational inspections. Allergen wash downs Allergen control program.		No
	Physical Nuts, bolts, and metal pieces from equipment or ingredients could contaminate the product	Yes	Without metal detecting it can not be assure that the finished product does not contain metal.	Preventive Maintenance Metal Detection	No This is controlled at a later step (metal detection)

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Dough Divider	**Biological** None	No	Not likely to occur at this step		No
	Chemical Residual cleaning chemicals left in the depositor or hopper	No	Employee GMP training and annual Re - training. Sanitation SOP's Pre-operational Inspections.		No
	Physical Nuts, bolts, and metal pieces from equipment or ingredients could contaminate the product	Yes	Without metal detecting it can not be assure that the finished product does not contain metal.	Preventive Maintenance Metal Detection Pre-op Inspections	No This is controlled at a later step (metal detection)

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Oven	**<u>Biological</u>** None	No	Not likely to occur at this step		No
	<u>Chemical</u> None	No	Not likely to occur at this step		No
	<u>Physical</u> Foreign Material contamination	Yes	Foreign material could come from pans, hearth conveyor, or oven loading	Preventive Maintenance Metal Detection GMP's training and annual re-training	No

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Palletizing / Racking	**<u>Biological</u>** None	No	Not likely to occur at this step		No
	<u>Chemical</u> None	No	Not likely to occur at this step		No
	<u>Physical</u>	No	Not likely to occur at this step		No

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Cooler	**<u>Biological</u>** None	No	Not likely to occur at this step		No
	<u>Chemical</u> None	No	Not likely to occur at this step		No
	<u>Physical</u> Nuts, bolts, and metal pieces from equipment contaminating the product.	Yes	Without metal detecting it, cannot be assured that finished product does not contain metal.	Preventive Maintenance Metal Detection	No This is controlled at a later step (metal detection

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Cooler	**<u>Biological</u>** None	No	Not likely to occur at this step		No
	<u>Chemical</u> None	No	Not likely to occur at this step		No
	<u>Physical</u> Metal, bolts, nuts, other tramp metal from previous identified hazards are controlled at this step	Yes	Without metal detecting it, cannot be assured that finished product does not contain metal.	Preventive Maintenance Metal Detection Program	**Yes** This CCP insures that we control for the earlier potentials for metal contamination

Ingredient / Process Step	Potential Hazards Introduced, Controlled Or Enhanced at this Step	Does This Potential Hazard Needs to be Addressed in HACCP Plan? Yes / No	Why? (Justification for Decision made in previous column)	What Control Measures Can be applied to prevent, eliminate, or reduce hazards Being addressed in the HACCP plant?	Is this step A Critical Control Point? (CCP)
Packaging	**<u>Biological</u>** None	No	Not likely to occur at this step		No
	<u>Chemical</u> None	No	Not likely to occur at this step		No
	<u>Physical</u> None	No	Not likely to occur at this step		No

Business Name: Mr. Tortilla

Facility Location: 1112 Arroyo St., San Fernando, CA 91340

Approved by: Tony Alcazar / CEO

VERIFICATION: Q.A. to review completed forms daily and initial. Forms kept on file in QA Office.

Process Steps	**CCP No.**	**Hazard to be controlled**	**Preventive Measures**	**Control Procedures**		**Monitoring**		**Responsible Person (s)**
				Critical Limits	**Action to be taken if Deviation Occurs**	**Procedure**	**Frequency**	
Finished Product Metal Detector	1	Metal in Product	Metal Detector	2.0 mm Ferrous 2.5 mm. Non Ferrous 4.0 Stainless Steel / Reject Mechanism Must Function Correctly, Detector Must Detect and Reject	Stop Product Flow and Notify Supervisor. Re-test all Product Run Until Previous Good Test (per QAOP0004)	Calibrate To Test Wands, Document on Test Log (per QAOP 0004)	Start of Run And Every Hour When in Use, and at the End of the Run.	Packaging Supervisor, Machine Operator, Group leader.

HACCP CORRECTIVE ACTION PROGRAM REQUEST

☐ Major ☐ Minor

Problem Noted:

Temporary Action Taken:

Long Term Corrective Action:

Assigned To / Due Date:

Prepare by: _____ Date: _____

Review by: _____ Date: _____

Was the corrective action effective? _____

Remarks:

Corrective Action ☐ Open ☐ Closed

CCP	Significant Hazard	Critical Limits	Monitoring	Corrective Action(s)	Verification	Records
# 1	Metal in Products	2.0 mm. Ferrous 2.5 mm. Non Ferrous 4.0 mm. Stainless Steel. Reject Mechanism Must function Correctly Detector Must Detect and Reject.	**What:** Metal Detector **How:** Calibrate to test pieces. Record on M.D. Log Per Q.A. Procedure. **Frequency:** Start of run. Test at least hourly and at the end of run. **Who:** Packing supervisor/ detector operator / Quality Control Person / Group leader	Stop product flow Notify supervisor Re-Test product Since previous good test.	Q.A. personnel to check operation daily / Initial operator's report.	Metal detector check log. Metal calibration record. Q.A. to review completed forms daily. Forms kept on file in Q.A. office.

HACCP MASTER PLAN

HACCP DEVIATION REPORT

Date:_____ **Critical Control Point:** _____

Location:_____ **Equipment:**_____

Specified Range:_____ **Actual Reading:**_____

Past History:_____

_____

_____

Current Corrective Action: _____

_____

_____

_____

Future Corrective Action Needed: _____

_____

_____

_____

Production Disposition: _____

_____

_____

_____

*** Attach a copy of all records of the critical control point deviation.**

HACCP Corrective Action Policy

Scope
During the course of production, incidents that compromise food safety will occur. In the context of a HACCP program, these problems are defined as the failure of a Critical Control Point (CCP) device to properly perform its function during regularly scheduled tests. These types of incidents are often referred to as *CCP Limit Violation Incidents.*

Responsibility
Production personnel are responsible for understanding and taking appropriate actions as outlined in this policy if a *CCP Limit Violation Incidents* is discovered on the production floor. Quality Assurance and Production Management are responsible for overseeing and reviewing all corrective actions. Quality Assurance is responsible for final review of all incidents involving significant problems.

Documentation requirements
Records must be maintained identifying involved personnel, timelines and actions taken regarding corrective and preventative actions taken. Records will be kept for five years.

CCP Limit Violation Incident Procedure
If a HACCP critical control point fails to function the following procedure should be followed. All activities must be documented in a new record in the *HACCP Violation Log* located in Galileo.

Corrective Action: The initial response is designed to segregate non-conforming product and bring a system back under control. An immediate correction will be made for each critical limit violation.

CCP Limit Violation *corrective actions* will always follow the steps outlined below.

Corrective Action steps for CCP Limit Violation Incident:

1. Stop production
2. Alert Quality Assurance, and Production.
3. All products produced since the last successful monitoring of the CCP must be immediately classified as nonconforming product. This product must either be placed on disposition hold or QA hold, be immediately reprocessed, or if the product in question has shipped it must be recalled and placed on food safety hold until disposition is determined in accordance with GME's hold policy.
4. Repair or replace CCP, check CCP for functionality in the presence of production, QA, and maintenance, fill out the necessary documentation.
5. QA may provide release to resume production if all necessary steps have been taken and will complete the necessary documentation.

Prepared By: _____ Date: 08/15/2019
Q.A Manager / Designee

Prepared By: _____ Date: 08/15/19
R&D Director / Designee

Prepared By: _____ Date: 08/15/19
Shipping and Logistics VP / Designee

Prepared By: _____ Date: 08/15/19
MR. TORTILLA Production / Designee

Approved By: _____ Date: 08-15-19
MR. TORTILLA President / Designee