ChecklistGuro

HACCP (Hazard Analysis And Critical Control Points) Food Safety Implementation Checklist

Prerequisite Programs (PRPs) & Sanitation Standards

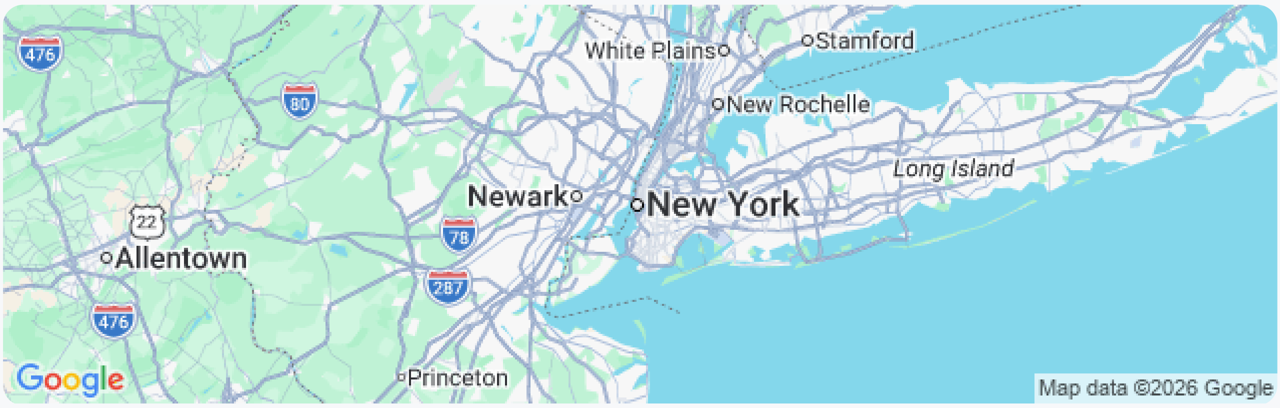
Verification of foundational food safety practices, including cleaning schedules, pest control, personal hygiene, and facility maintenance.

Inspection Date

Enter date...

Production Area/Facility Zone

Set My Current Location



Sanitation Areas Inspected

- [ ] Receiving Dock
- [ ] Processing Area
- [ ] Storage/Cold Room
- [ ] Packaging Station
- [ ] Waste Disposal Area

Pest Control Status

- [ ] Compliant
- [ ] Non-Compliant
- [ ] Action Required

Cleaning Verification Notes

Write something...

Corrective Actions Taken for Sanitation Deviations

Write something...

Upload Cleaning Log/Sanitation Certificate

Upload File

Quality Supervisor Sign-off

Hazard Analysis & Risk Assessment

Identification of biological, chemical, physical, and allergenic hazards associated with each step of the production process.

Process Step Name

Write something...

Potential Hazard Categories

- [ ] Biological (Bacteria, Viruses, Parasites)
- [ ] Chemical (Cleaning agents, Pesticides, Allergens)
- [ ] Physical (Metal, Glass, Plastic, Wood)
- [ ] Radiological

Hazard Description

Write something...

Risk Severity Level

- [ ] Low
- [ ] Medium
- [ ] High
- [ ] Critical

Likelihood of Occurrence

- [ ] Rare
- [ ] Unlikely
- [ ] Possible
- [ ] Frequent

Risk Score (Severity x Likelihood)

Enter a number...

Supporting Evidence/Photos

Upload File

Assessor Approval

Critical Control Point (CCP) Identification

Definition of specific points in the manufacturing process where control can be applied to prevent or eliminate food safety hazards.

CCP Identification Name

Write something...

Hazard Category

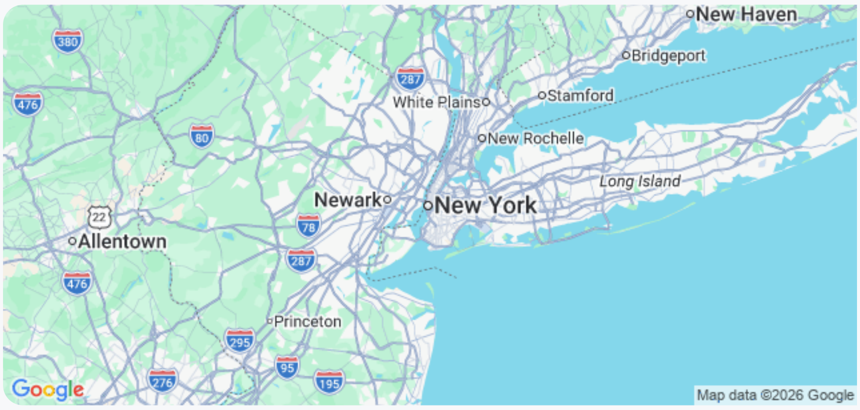
- [ ] Biological
- [ ] Chemical
- [ ] Physical
- [ ] Allergen

Hazard Description

Write something...

Production Line/Area

Set My Current Location



Associated Process Steps

- [ ] Receiving
- [ ] Storage
- [ ] Preparation
- [ ] Processing
- [ ] Packaging
- [ ] Dispatch

Flow Diagram Reference

Upload File

Quality Assurance Approval

Critical Limits Establishment

Setting measurable boundaries (such as temperature, time, or pH levels) that separate safe production from potentially hazardous conditions.

Critical Limit Parameter Name

Write something...

Minimum Safety Threshold

Enter a number...

Maximum Safety Threshold

Enter a number...

Measurement Unit

- [ ] Celsius (°C)
- [ ] Fahrenheit (°F)
- [ ] pH Level
- [ ] Seconds/Minutes
- [ ] Pressure (PSI/Bar)
- [ ] Weight (g/kg)

Deviation Protocol Summary

Write something...

QA Manager Approval

Monitoring Procedures & Surveillance

Documentation of the methods, frequency, and personnel responsible for observing and recording CCP parameters.

Monitoring Date

Enter date...

Monitoring Time

Enter time...

Critical Control Point (CCP) Being Monitored

- [ ] Receiving/Inbound Inspection
- [ ] Storage Temperature Control
- [ ] Cooking/Thermal Processing
- [ ] Chilling/Cooling Phase
- [ ] Metal Detection/X-Ray Inspection

Measured Value (e.g., Temperature, pH, or Weight)

Enter a number...

Compliance Status

- [ ] Within Critical Limits
- [ ] Outside Critical Limits (Deviation Detected)

Observations or Deviation Details

Write something...

Personnel Signature

Corrective Actions & Deviation Management

Standardized procedures to follow when a critical limit is breached, including product quarantine and process adjustment protocols.

Date of Deviation Occurrence

Enter date...

Type of Deviation

- [ ] Temperature Breach
- [ ] Contamination Detected
- [ ] Equipment Malfunction
- [ ] Packaging Failure
- [ ] Other

Detailed Description of Deviation

Write something...

Immediate Corrective Action Taken

Write something...

Impacted Product Batch/Lot Numbers

- [ ] Batch Quarantined
- [ ] Batch Re-processed
- [ ] Batch Discarded/Destroyed

Root Cause Identified

Write something...

Supporting Evidence (Photos or Lab Reports)

Upload File

Quality Assurance Supervisor Approval

Verification & Validation Activities

Systematic testing, laboratory analysis, and periodic audits to ensure the HACCP plan is functioning effectively and remains scientifically sound.

Verification Audit Date

Enter date...

Verification Method Used

- [ ] Laboratory Analysis
- [ ] On-site Physical Inspection
- [ ] Review of Monitoring Logs
- [ ] Equipment Calibration Check

Parameters Verified

- [ ] Temperature Logs
- [ ] Sanitation Records
- [ ] Equipment Calibration
- [ ] Supplier Certifications

Summary of Findings & Discrepancies

Write something...

Upload Lab Results or Certificate of Analysis

Upload File

Quality Assurance Lead Signature

Record Keeping & Documentation Control

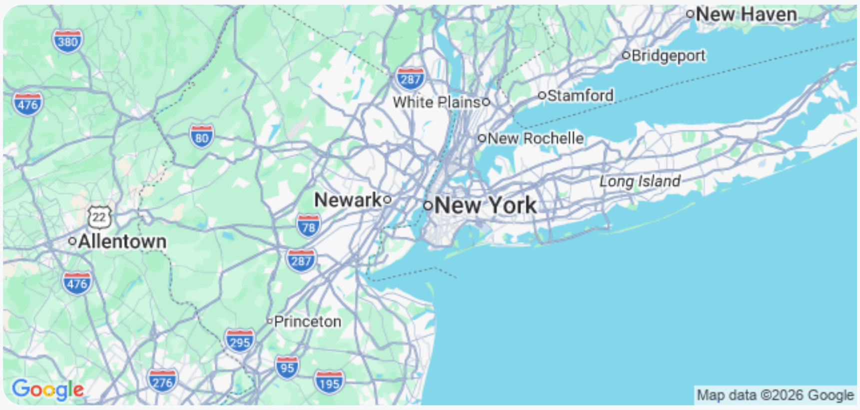
Audit of all logs, temperature charts, and training records to ensure full traceability and regulatory compliance.

Audit/Inspection Date

Enter date...

Production Line or Facility Zone

Set My Current Location



Documentation Status

- [ ] Complete
- [ ] Incomplete
- [ ] Missing/Not Applicable

Document Reference ID

Write something...

Discrepancies or Missing Records Notes

Write something...

Upload Scanned Log Sheets or Evidence

Upload File

Auditor Verification Signature