

Supplier Audit Results - United Vegetables Limited

1 Monthly Audit

Planned	Dates		Follow up	Final	Scores		
	Actual				Mean	High	Low
01-03-2014	10-03-2014		17-03-2014		73.33	3.00	1.00

Summary

Housekeeping and cleaning systems shall be in place which ensure appropriate standards of hygiene are maintained at all times and that risk of contamination is minimised.

HH02-1 Documented cleaning schedules **Score 3/3**

Standard

Documented cleaning schedules shall be in place and maintained for the building, services, plant and all equipment.

Documented cleaning schedules are in place. Schedules detail frequency of cleaning, cleaning methods, chemicals to be used and protective equipment to be worn. Schedules cover all areas. Schedules seen at time of audit - all current. All cleaning schedules are written and controlled by the contract cleaning company.

HH03-1 Cleaning practices **Score 3/3**

Standard

Cleaning practices shall be completed so as to minimise risk of contamination.

There is a 'Clean as You Go' Policy (Doc Ref: 3.8a) in place for during production hours. All additional cleaning is carried out once production has finished - between 7pm and 3am. All contract cleaning staff are trained by their employer - training records for cleaners are held but are accessible on request. All cleaning equipment is supplied by the contract cleaners. A small quantity of cleaning solution (FPC) is stored on site. COSHH data held on site for FPC. Area where this is stored is locked but not bunded - area where this is stored is not near any drains and the drains on site do not join main sewers. The issue regarding bunding is currently being looked into so this not being raised as a non-conformance at the present time. FPC is a mild detergent and it is not considered a risk to the environmental so at the present time it is not felt necessary for bunding of this storage area. All equipment used during the day for the cleaning of canteens and toilets is colour coded and stored separately. Equipment used for toilets is segregated from equipment used for canteens.

HH04-1 Cleaning and housekeeping **Score 1/3**

Standard

Cleaning and housekeeping shall be carried out in accordance with documented procedures and records shall be maintained.

Cleaning is carried out in accordance with documented schedules/procedures. Schedules for the cleaning of staff facilities are in progress (see NCR A107). Documented records are held for all cleaning.

Observation

Not all records seen at time of audit were completed in full. Cleaning staff to be notified of this non-conformance and requested to address this issue.

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HH05-1	Cleaning effectiveness	Score 1/3
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Standard

The effectiveness of the cleaning and sanitation procedures shall be verified and recorded.

Effectiveness of cleaning is checked by Night Cleaning supervisors - records signed. Once a week a Manager from the contract cleaner inspects records and areas to ensure that they are completed correctly - signs records. Cleaning is randomly spot checked and results recorded on Site Audit report.

Observation

Random inspections after cleaning have not been carried out. Inspections to be restarted at a documented frequency and Site Audit report to be completed.

HH06-1	Cleaning disinfection processes	<i>Not Performed</i>
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Standard

Disinfection processes, where applicable, shall be in place to effectively control microbiological risk. These processes shall be documented and the effectiveness of the disinfection process verified on a regular basis based upon risk assessment.

HH07-1	Cleaning chemicals	Score 3/3
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Standard

Cleaning chemicals shall be fit for purpose, suitably labelled, secured in closed containers and used in accordance with manufacturers' instructions.

Cleaning chemicals used are appropriate for the job - COSHH data held and H&S Risk assessment in place. Chemicals used are supplied by contract cleaning company.