

# Warehouse food safety checklist

## Manufacturing

### WAREHOUSE MAINTENANCE INSPECTION

The site's area and vicinity clean enough

☐ Yes☐ No☐ Na

There is no hazard signs from the electrical leads

☐ Yes☐ No☐ Na

The walking lanes of the site's are clean and garbage free

☐ Yes☐ No☐ Na

The lights and bulbs installed are all in good working condition

☐ Yes☐ No☐ Na

The weight signage on the shelves evident and clear

☐ Yes☐ No☐ Na

All the shelves are built keeping in mind the safety of objects kept on it

☐ Yes☐ No☐ Na

Safety signage are installed

☐ Yes☐ No☐ Na

Safety signage in clear and evident condition

☐ Yes☐ No☐ Na

For emergency purposes, first aid kit is available

☐ Yes☐ No☐ Na

The first aid kit contains all the essential elements

☐ Yes☐ No☐ Na

No first aid item is expired

☐ Yes☐ No☐ Na

The emergency equipment like fire extinguisher and first aid are easily accessible

☐ Yes☐ No☐ Na

The lifting gear are in date and in good condition

☐ Yes☐ No☐ Na

Electrical test are in date and in good condition

☐ Yes☐ No☐ Na

The sheets have no extra sharp edges protruded that may hurt the workers

☐ Yes☐ No☐ Na

The SDSs are present on site for all the hazardous chemicals in use

☐ Yes☐ No☐ Na

The fuel Engine Coolant Temperature Sensor (ECT) storage carried in the room with

ventilation

Yes

No

Na

The workers wear PPE kit

Yes

No

Na

The surrounding of the site is clean and free from garbage

Yes

No

Na

The dustbins are emptied regularly

Yes

No

Na

The dustbin bags are replaced on time

Yes

No

Na

The waste items are treated properly

Yes

No

Na

The forklift tickets are current

Yes

No

Na

The forklift drivers possess certificate with adequate training

Yes

No

Na

The forklift is maintained well

Yes

No

Na

All the personnel are inducted

Yes

No

Na

## WAREHOUSE SAFETY INSPECTION

The environment provided for food manufacturing is adequate for its consumption?

Yes

No

Na

The packaged food is free from unwanted bacteria, filth and any sort of health injury?

Yes

No

Na

The packaging is done under proper sanitization?

Yes

No

Na

Is the ground used for the storage of food is safety-friendly?

Yes

No

Na

The plants of food are free from the attack of contaminated particles?

Yes

No

Na

Is there a sign of littering, garbage, or waste items around the plant?

Yes

No

Na

The weeds and grass are trimmed from time to time?

Yes

No

Na

Nearby roads and parking are built keeping in mind the safety of the plant?

☐ Yes☐ No☐ Na

Is there a sign of drainage flow to the plant ground?

☐ Yes☐ No☐ Na

The disposal of the plant waste is treated adequately keeping in mind the safety and hygiene of the plant?

☐ Yes☐ No☐ Na

Is there a sign of wastage flow into the plant from the bordering grounds which are out of the site's control?

☐ Yes☐ No☐ Na

The toilet, dressing, and locker room areas have sufficient lights and bulbs?

☐ Yes☐ No☐ Na

Is there shortage of lights and bulbs in the areas of food processing and packaging?

☐ Yes☐ No☐ Na

Are there adequate lights in the utensils cleaning room?

☐ Yes☐ No☐ Na

The bulbs and lights installed in the food processing areas are covered to avoid the contamination of food in case of glass breakage of the bulbs?

☐ Yes☐ No☐ Na

The buildings of plants are constructed keeping in mind the safe production and sanitary operations of the food items?

☐ Yes☐ No☐ Na

The building includes free space where the storage equipment could be placed for safe production of food?

☐ Yes☐ No☐ Na

The structure of the plant takes care of the airflow and separation of contaminated particles in the building?

☐ Yes☐ No☐ Na

For bulk fermentation processes, the vessels are planned keeping in mind the protection and safety of the food items?

☐ Yes☐ No☐ Na

The floors, ceilings and the walls of the plant rooms clean and hygienic?

☐ Yes☐ No☐ Na

Do the pipes, ducts or condensation from the fixtures release contamination that may affect the food packaging materials or the contact surfaces?

☐ Yes☐ No☐ Na

The design and size of the aisles where the workers work enough to carry out their task properly?

☐ Yes☐ No☐ Na

Are all the fixtures and other such materials in good working condition?

☐ Yes☐ No☐ Na

The plumbing of the building is adequate in size and design?

☐ Yes☐ No☐ Na

Does plumbing allow enough quantities of water for different tasks of food processing?

Yes

No

Na

The water from drainage ensures proper sewage without any backflow of the contaminated water?

Yes

No

Na

There is no crisscross between the waste and fresh water used in the building for various tasks?

Yes

No

Na

The sewage is properly connected to the sewage outside the building?

Yes

No

Na

The waste materials are properly managed by the building?

Yes

No

Na

The water supply is sufficient for the building?

Yes

No

Na

The quality of water used in the food processing is healthy enough for the food items?

Yes

No

Na

The reused water is managed and maintained cautiously to avoid any contamination of the food?

Yes

No

Na

The toilet facility is enough for the workers in the building?

Yes

No

Na

The toilet rooms are in good and hygienic condition?

Yes

No

Na

The toilet rooms include self closing doors?

Yes

No

Na

The doors of the toilets and washrooms have no direct contact or connection to the areas where food processing or packaging is carried out?

Yes

No

Na

The smell of the toilet does not reach the food management areas?

Yes

No

Na

The running water for hand wash is at optimum pressure and temperature?

Yes

No

Na

Hand wash sink area is equipped with sanitizers, towels, etc?

Yes

No

Na

Hand wash area includes dryer?

Yes

No

Na

The toilet and wash basins include required signs for how to properly clean and sanitize hands?



☐ Yes☐ No☐ Na

The signs are clear and evident?

☐ Yes☐ No☐ Na

The refuse receptacles are available in the building?

☐ Yes☐ No☐ Na

Does the building have adequate means to keep an eye on the pests and their actions (if any)?

☐ Yes☐ No☐ Na

The food plant areas are free from pest attacks?

☐ Yes☐ No☐ Na

The measures taken to remove pests from food plants enough?

☐ Yes☐ No☐ Na

The use of insecticides and pesticides ensures the safety of food items?

☐ Yes☐ No☐ Na

Does the management of the food plant take adequate measures to ensure disease control?

☐ Yes☐ No☐ Na

Adequate observation, exclusion and reporting of the diseases are carried out?

☐ Yes☐ No☐ Na

The employees are strictly advised to report in case of any health issue that might affect the food items?

Yes

No

Na

The management is active enough to ensure the hygiene and safety of the building?

Yes

No

Na

The workers are asked to wear required clothes and garments in order to ensure the safety of food?

Yes

No

Na

The employees are trained and advised to stay healthy and hygienic?

Yes

No

Na

The workers maintain adequate cleanliness?

Yes

No

Na

Do all the workers go for hand cleaning and sanitizing before and after the work?

Yes

No

Na

The gloves used by the workers are safe and impermeable so to maintain the safety of food?

Yes

No

Na

No employee keeps their clothes and other belongings in the vicinity of food processing areas?

Yes

No

Na

No worker or employee eats, drinks or uses tobacco where the food processing is carried out?

Yes

No

Na

The employees are given adequate training regarding the food processing?

Yes

No

Na

The workers are trained enough to properly carry out the handling and protection of food items?

Yes

No

Na

The workers are educated to realize when the plan sanitation fails?

Yes

No

Na

The supervisory personnel of the building follow the GMP regulations?

Yes

No

Na

The equipment and utensils used for the plant are easily cleanable?

Yes

No

Na

The utensils used in the building free from any sort of contamination?

Yes

No

Na

The aisles used for the food production free from toxic materials?

Yes

No

Na

The utensils are maintained properly?

Yes

No

Na

Are all the systems of manufacturing and covering used under prescribed limits?

Yes

No

Na

The installed equipment is cleaned efficiently from time to time?

Yes

No

Na

The equipment used apart from the food contact surfaces are also clean and hygienic enough?

Yes

No

Na

The non-food-contact areas are cleaned and maintained efficiently?

Yes

No

Na

The freezers and cold item storage areas under prescribed temperature?

Yes

No

Na

The freezer includes an alarm system to ensure in case of any mishap or issues?

Yes

No

Na

The various measuring instruments used in the building are accurate and in good working condition?

Yes

No

Na

The different gases like compressed air are used to clean the aisles keeping in mind the hygiene and safety of the food?

Yes

No

Na

The cleaning, sanitization and maintenance of utensils ensures the safety of food?

Yes

No

Na

The sanitization liquids are free from poor bacteria or microorganisms ?

Yes

No

Na

The toxic substances like pesticides, chemicals are stored properly to avoid any contamination of the food items?

Yes

No

Na

The food contact and non food contact surfaces are regularly cleaned?

Yes

No

Na

The food contact surfaces are dry or moist enough when the processes are carried out?

Yes

No

Na

The use and throw items like paper cups, plates, etc. are disposed properly after use?

Yes

No

Na

The fans and other such items in the building installed in a way to ensure the safety of food?

Yes

No

Na

Do the rooms have sufficient ventilation?

Yes

No

Na

The sanitation principles are followed when the operations are carried out?

☐ Yes☐ No☐ Na

The site includes quality control employees who ensure that food is fit for consumption?

☐ Yes☐ No☐ Na

No stones left unturned to ensure the safety and hygiene of food items?

☐ Yes☐ No☐ Na

The raw materials are free from contamination or poisonous substances?

☐ Yes☐ No☐ Na

The obvious microorganisms in different ingredients pasteurized to make it fit for use?

☐ Yes☐ No☐ Na

The raw materials thoroughly inspected before use?

☐ Yes☐ No☐ Na

The adulterated food is avoided or properly processed before use?

☐ Yes☐ No☐ Na

The proper chemicals and testing materials are used to check sanitation failures?

☐ Yes☐ No☐ Na

The food containers are free from contamination?

☐ Yes☐ No☐ Na

The raw materials used are under the guidelines of FDA?

Yes

No

Na

The raw materials are stored under adequate temperature to avoid any sort of adulteration?

Yes

No

Na

The frozen materials are adequately frozen?

Yes

No

Na

The food with rapid microorganisms growth are kept separately and under safety guidelines to avoid its adulteration?

Yes

No

Na

The temperature of the freezer is exactly what is suggested?

Yes

No

Na

The acidified food items are accordingly kept in different containers?

Yes

No

Na

The process of sterilizing irradiating, etc. are carried out safely to avoid any unwanted growth of microorganisms?

Yes

No

Na

The final food items are free from any sort of contamination?

Yes

No

Na

The dry material and liquid substances are handled with care?

☐ Yes☐ No☐ Na

Metal detectors are used to detect the involvement of metals?

☐ Yes☐ No☐ Na

The adulterated food are managed properly to avoid any contamination of good food?

☐ Yes☐ No☐ Na

The guidelines are followed while treating the adulterated food?

☐ Yes☐ No☐ Na

The batters and dough used are treated properly to avoid any sort of contamination?

☐ Yes☐ No☐ Na

The filling and packaging of food items taken with care and hygiene is maintained?

☐ Yes☐ No☐ Na

The critical control points are taken care of while taking out the filling and packaging processes?

☐ Yes☐ No☐ Na

Adequate moisture level is safely maintained for food items that require water?

☐ Yes☐ No☐ Na

PH 4.6 or below is maintained for food that requires pH to control the growth of microorganisms?

☐ Yes☐ No☐ Na



The ice used in the site is made using fresh and safe water?

Yes

No

Na

The food items prepared for humans include equipment and utensils that's intended only for human food use and not involved in animal food items?

Yes

No

Na

The packaging, storage, and transportation of the final food items carried out effectively and safely?

Yes

No

Na

Defective food items are kept separate from the consumables food items?

Yes

No

Na

The final food items show any signs of defects or hazards?

Yes

No

Na

The advised and ethical practices followed throughout the manufacturing of food items?

Yes

No

Na