Sample Food Safety Plan
MEETS BC REGULATORY REQUIREMENTS

TOMATO BASED SPAGHETTI SAUCE
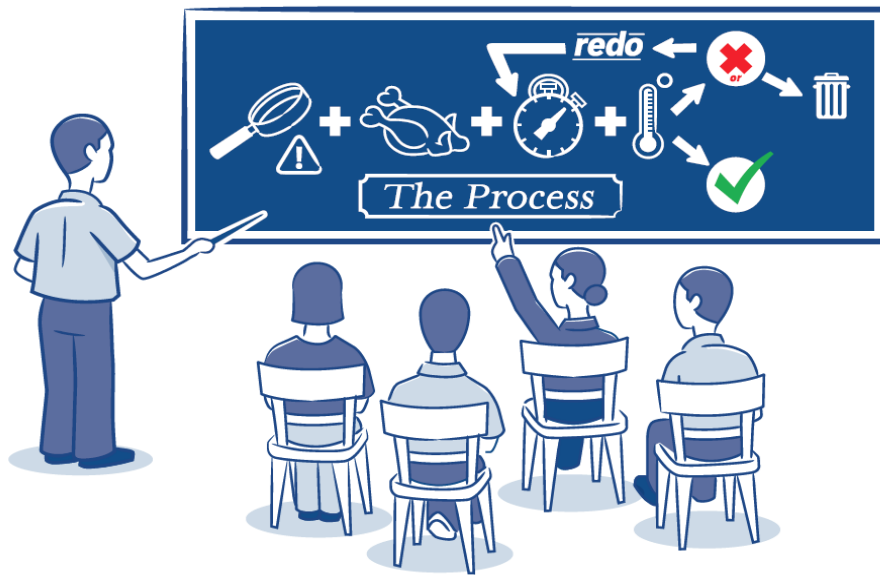
BRITISH COLUMBIA | Ministry of Health

Product Description

Product Description	
1. **What is your product name and weight/volume?**	Tomato based spaghetti sauce (500 g)
2. **What type of product is it (e.g., raw, ready-to-eat, ready-to-cook, or ready for further processing, etc.)?**	Cooked Ready to eat
3. **What are your product's important food safety characteristics (e.g., acidity, A_w, salinity, etc.)?**	None
4. **What allergens does your product contain?**	None
5. **What restricted ingredients (preservatives, additives, etc.) does your product contain, and in what amounts (e.g., grams)?**	Preservative - sorbic acid (1000 ppm)
6. **What are your food processing steps (e.g., cooking, cooling, pasteurization, etc.)?**	Receiving incoming materials, ambient storage, cool refrigerator storage, packaging material storage in a separate location, washing, dicing, weighing, transfer to kettle, cooking, jar inspection, hot filling, metal detecting, capping, cooling, labeling, date coding, case packaging and labeling, palletizing, room temperature storage, shipping.
7. **How do you package your product (e.g., vacuum, modified atmosphere, etc.) and what packaging materials do you use?**	Hot filling in hermetically-sealed glass jars. Tomato based spaghetti sauce are packaged in glass jars. Packaged glass jars are packed in corrugated boxes.
8. **How do you store your product (e.g., keep refrigerated, keep frozen, keep dry) in your establishment and when you ship your product?**	Room temperature storage. Products are shipped at ambient temperatures in a clean truck.
9. **What is the shelf-life of your product under proper storage conditions?**	Two years at room temperature.
10. **How is the best before date to be noted on your product? (When product shelf life is more than 3 month, lot code or manufacturing date is to be printed on product label.)**	The best before date is printed on the glass jar label as YY MM DD. Example: 15 JA 04 (January 04, 2015)

Product Description	
11.Who will consume your product (e.g., the general public, the elderly, the immunocompromised, infants)?	Ready to eat for the general population.
12.How might the consumer mishandle your product, and what safety measures will prevent this?	Products that have passed the best before date can cause illness and can have quality defects – the best before date is printed on the label.
13.Where will the product be sold?	Food service, retail, wholesale and distributor.
14.What information is on your product label?	Product label contains information such as product name, weight, ingredients listing, nutritional table, storage and handling instructions, best before date, manufacturing company name, address and contact information. Corrugated box label contains information such as product name, best before date, quantity, storage and handling instructions, manufacturing company name, address and contact information.

Incoming Materials

Ingredients	
Fresh tomatoes	Black pepper
Diced onions	Dried parsley
Sliced mushrooms	Dried basil
Minced garlic	Vinegar
Salt	Sorbic acid
Sugar	Water
Food contact processing aid materials	
Water	
Food contact packaging materials	
Glass jars	Metal lids
Non-food contact packaging materials	
Corrugated boxes	Tape
Pre-printed labels	Shrink wrap
Plain labels	Wooden pallets
Ink	
Chemicals (hand washing, sanitation and maintenance)	
Hand soap	Sanitizer
Hand sanitizer	Lubricant
Degreaser	

Food Safety Plan Table: Meets BC Regulatory Requirements

1. Identifying Hazards (Regulatory Requirement*)	2. Identifying Critical Control Points (Regulatory Requirement*)	3 Establishing Critical Limits (Regulatory Requirement*)	4 Establishing Monitoring Procedures (Regulatory Requirement*)	5 Establishing Corrective Actions (Regulatory Requirement*)	6 Establishing Verification Procedures (Pending Regulatory Requirement)	7 Keeping Records (Pending Regulatory Requirement)
Biological hazard: Pathogen survival due to improper agitation, improper temperature distribution, and/or improper application of time / temperature combinations (*e.g. Salmonella* spp., *Shigella* spp., *Escherichia coli*, *Escherichia coli O157:H7, Listeria monocytogenes, Clostridium botulinum*)	CCP # 1 Cooking	The internal temperature of the product must be at least 85°C for a minimum of 1 minute.	1. Measure the product's internal temperature (i.e., of two samples collected from different areas of the kettle) once the operator believes the sauce is finished cooking. These temperature readings must be taken each time a batch of sauce is cooked. 2. Calibrate the thermometer to ensure it is working correctly before measuring the product's internal temperature. 3. Collect a sample of the product in a sampling bowl. Place the thermometer into the middle of the sample without touching the sides of the sampling bowl, and wait until the thermometer reading is steady. 4. Record the results on the "Daily Tomato Based Spaghetti Sauce Cooking Record," including the date, the time, and initials.	**When critical limits are not being met for one or both samples** 1. The sauce must be cooked for a longer period of time until the product's internal temperature reaches at least 85°C for a minimum of 1 minute, or the product must be destroyed. 2. Immediately investigate the cause of the non-conformance and take necessary corrective actions to prevent reoccurrence. 3. Record all non-conformances and corrective actions taken on the "Daily Tomato Based Spaghetti Sauce Cooking Record," including the date, the time, and initials.	1. At the end of each production day, review the "Daily Tomato Based Spaghetti Sauce Cooking Record" to ensure that it has been properly completed. 2. Once per week, ensure that the monitoring of the temperature check follows the written monitoring procedure. 3. If non-conformance is found during the verification procedure, investigate the cause of the non-conformance and take necessary corrective actions to prevent reoccurrence. 4. Record all observations (e.g., temperature readings, non-conformances, and corrective actions) on the "Daily Tomato Based Spaghetti Sauce Cooking Record," including the date, the	Daily Tomato Based Spaghetti Sauce Cooking Record

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					time, and initials.	
Physical hazard: Presence of hazardous extraneous metallic material in the finished product due to the failure of the metal detector to detect metal and reject the product when metal is detected.	CCP # 2 Metal detecting	Metal detector must detect 2.5 mm ferrous, 2.5 mm non-ferrous, and 3.0 mm stainless steel test samples when the test samples are passed through the detector with the product. The metal detector must reject the product.	1. Test the metal detector at the start, every hour during packaging, and at the end of each packaging run. 2. Test the metal detector by passing a sample piece of metal through the detector to ensure that it is operating effectively and able to detect metal present in the product. 3. Check metal samples of 2.5 mm ferrous, 2.5 mm non-ferrous, and 3.0 mm stainless steel, one at a time. Each check must include all three sample tests. 4. Insert the metal sample into the middle of the product and then pass the product package through the metal detector. A properly operating metal detector must detect the metal sample in the product. 5. Each time a metal contaminant is detected, the metal detector belt must	**A. When the metal detector fails to detect a metal test sample** 1. Immediately stop the line and place all products processed since the last successful check on hold. 2. All products processed while the metal detector was not functional must be held until they can be passed through a functional metal detector. **B. When a product is rejected by the metal detector** 1. Inspect the product for the metal piece. For above listed non-conformances (A & B) investigate the cause of the non-conformance and take necessary corrective actions to prevent reoccurrence.	1. At the end of each production day, review the "Daily Metal Detector Check Record" to ensure that it has been properly completed. 2. Once per week, ensure that the monitoring of the metal detector follows the written monitoring procedure. 3. If non-conformance is found during the verification procedure, investigate the cause of the non-conformance and take necessary corrective actions to prevent reoccurrence. 4. Record all observations (e.g., whether or not the detector is operating effectively, non-conformances, and corrective actions taken) on the "Daily	Daily Metal Detector Check Record

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			retract and the rejected product must drop into the rejection box. 6. Record the metal sample check as acceptable ("✓") (i.e., the metal detector is operating correctly) or not acceptable ("X") (i.e., the metal detector is not operating correctly) on the "Daily Metal Detector Check Record," including the date, the time, and initials.	Record all non-conformances and corrective actions taken on the "Daily Metal Detector Check Record," including the date, the time, and initials.	Metal Detector Check Record," including the date, the time, and initials.	

Daily Tomato Based Spaghetti Sauce Cooking Record

Critical Control Point # 1 (Biological)

Critical Limits: The internal temperature of the product must be at least 85°C for a minimum of 1 minute.

Date	Time	Batch Number	Sample # 1 Temperature	Sample # 2 Temperature	Initials
2015/11/02	12:00	1	88°C	86°C	CC
2015/11/02	13:04	2	87°C	81°C	CC
2015/11/02	16:00	3	86°C	85°C	CC

Record non-conformance and corrective actions here:

2015/11/02: Batch 2:

The internal temperature of the product (sample # 2) did not reach 85°C. The product was cooked again until the internal temperature reached 85°C. CC

Daily verification: MN	Date: 2015/11/02
Weekly verification: ML	Date: 2015/11/09

Daily Metal Detector Check Record

Critical Control Point # 2 (Physical)

Critical Limits: Metal detector must detect 2.5 mm ferrous, 2.5 mm non-ferrous, and 3.0 mm stainless steel test samples when the test samples are passed through the detector with the product. The metal detector must reject the product.

Record the metal sample check as acceptable ("✓") (i.e., the metal detector is operating correctly) or not acceptable ("X") (i.e., the metal detector is not operating correctly)

Date	Time	Batch Number	Product Name	2.5 mm Ferrous	2.5 mm Non-ferrous	3.0 mm Stainless Steel	Initials
2015/11/02	12:00 (start)	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	13:05	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	14:07	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	15:37	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	16:04	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	17:05	1	Tomato based spaghetti sauce	✓	✓	✓	SM
	17:44 (finish)	1	Tomato based spaghetti sauce	✓	✓	✓	SM
Record non-conformance and corrective actions here: At 17:22, one package was rejected. The product was retested three times, and it passed the metal detector test. The product was screened for a metal piece, but no metal piece was found in the product. The product was destroyed. SM							
Daily verification: MN					Date: 2015/11/02		
Weekly verification: ML					Date: 2015/11/09		