

Traceability Plan for 8-Bit Bites

a) Means for Maintaining Continuity:

Demarcation Markers and Colors:

- Establish clear demarcation markers in storage areas for halal products.
- Use distinct colors for containers, shelves, or storage units dedicated to halal items.

Signage and Designated Locations:

- Install visible signage indicating halal storage areas and production zones.
- Clearly designate specific locations for receiving, storing, and processing halal products.

Computer Systems:

- Implement a computerized traceability system to track the movement of halal products.
- Ensure the system includes real-time updates, barcode scanning, and alerts for potential issues.

b) Preventative Measures Against Mislabeling or Mix-up:

Staff Training:

- Conduct regular training sessions for staff on halal product handling, labeling, and identification.
- Emphasize the importance of avoiding cross-contamination and mix-ups.

Labeling Procedures:

- Develop standardized labeling procedures for halal products, including clear and distinct halal labels.
- Implement a system to cross-verify labels during different stages of processing.

Inspection Protocols:

- Establish routine inspections of storage areas, production lines, and labeling stations.
- Implement a double-check system for critical points in the production process.

c) Logging/Documenting Incoming and Outgoing HPs:

Incoming Halal Products:

- Maintain a comprehensive log for incoming halal products, including:
 - Product Identifiers (name, description).
 - Supplier/Raw Material Manufacturer details.
 - Date Received.
 - Unit Amount (quantity, weight).
 - Production Date (if applicable).
 - Lot Number.

Outgoing Halal Products:

- Document all outgoing halal products with details such as:
 - Product Identifiers.
 - Date of Dispatch.
 - Quantity.
 - Destination (if applicable).

Electronic Record-Keeping:

- Utilize a computerized system for logging and documenting, ensuring accuracy and accessibility.
- Implement backups and secure storage for electronic records.

Regular Audits:

- Conduct regular internal audits to verify the accuracy and completeness of the traceability logs.
- Address and correct any discrepancies promptly.

d) Exclusive Commitment to Halal Products:

No Non-Halal Items:

- Emphasize and reaffirm the commitment to exclusively dealing with halal products.
- Explicitly state that the facility never carries or processes non-halal items.