

# New Client Audit

4 Oct 2022 / Abdullah Fredericks

Complete

Score	100%	Flagged items	1	Actions	1
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## Auditor's Names

Abdullah Fredericks

### Introduce yourself

First, I would like to go over the format for today's audit:

There are 3 phases that I will be completing with you.

#### 1. Opening Meeting

----a. Overview: Primary concerns for halal certification

----b. Discovery: Gather basic information about your facility, personnel, and daily business activities

----c. Fitness: Assess your facilities' standards for quality assurance

----d. Halal Deposition: Determine if the facilities are compliant with halal dietary restrictions

#### 2. Walkthrough

----I am commissioned to record, or photolog at my discretion critical contact points throughout the facility. The walkthrough is performed by viewing the product from the point of entry into your facility, completely through to the point of exit.

Halal Area Risk Management (H.A.R.M.) locations will be identified within the facility. These areas are classed as nonconformities and are considered to have a potential for cross-contamination or have the potential to denigrate the integrity of the Halal product. In the event that a H.A.R.M location requires mitigation, I will make note of it as a non-conformity. Any non-conformances will require corrective action in order to pass.

I will also be observing the utilization of your machinery, apparatuses', tools, and other such items.

Storage and warehouse locations will also be observed for proper segregation methods. I will determine whether or not halal products are easily identifiable, and reporting if mislabeling, or mix-ups are possible. Computer monitoring systems will also be taken into account.

Raw materials, packaging, and finished products will be observed throughout the tour.

Sanitation processes or methods may also be requested for observation if deemed necessary.

I will also assess the level of integrity of your personnel and your halal system if present. Honesty and transparency will be key factors in my report.

#### 3. Closing Meeting

----During the closing meeting, I will summarize and record my observations during the walkthrough.

I will record the risk assessment, which is based upon the following metrics:

HIGH RISK = Facility processes both halal and haram products using indifferent tools, machinery, or utensils.

MEDIUM RISK = Facility processes both halal and haram products using segregated tools, machinery, or utensils.

LOW RISK = Facility does not process any haram products on or inside of the premises.

Finally, I will provide a final assessment, communicate all non-conformities, and provide a suggested certification status. I will request signatories, and will submit my report to the certification committee.

Are there any questions before we begin?

## Conducted on

4 Oct 2022 11:05 00 SAST

## Company Name

Ascot Valley Foods

## Company Type

Manufacturing Facility

**Location**

205 Ascot Parkway, Cuyahoga  
Falls OH. 44223

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**Flagged items & Actions**

1 flagged, 1 action

**Flagged items**

1 flagged, 1 action

Documents Received

**Halal Disclosure Statements or Halal Certificates**

No

Have none at the moment

To Do | Assignee Halal Auditor | Priority Low | Due 11 Oct 2022 18:00 04 SAST | Created by Halal Auditor

Have none at the moment

Not certified before this audit

**Other actions**

0 actions

## General

**Area of Site (sq. ft.)** 19000

**Number of Employees** 30

Between 20-30 due to the temps

**Number of Working Shifts** 2

Manufacturing and Sanitation

**Operating Hours** 06H00-23H00 , 23H00-06H00

**Days of Operation Week**

M-F

Sat

One Saturday a month depending on schedule

Fitness	
<b>Facility Produces Food Grade Products?</b>	Yes
<b>Client is HACCP Certified?</b>	Yes
<b>Do FDA Inspectors visit this facility?</b>	Yes
Once a Year from FDA, once a year from ODA.	
<b>Facility Produces Meat &amp; Poultry Products?</b>	Yes
<b>Client is SQF Certified?</b>	Yes
<b>Facility has USDA Inspector?</b>	Yes
<b>During production, is it possible for particulates to become airborne? (such as flours, powders, or other)</b>	Yes
<b>What are the areas in the facility where this is possible?</b>	Production floor
<b>Do you implement any cross contamination measures in those areas?</b>	N/A
<b>List any other relevant certifications or accreditations (ISO, GCC, BRC, etc.)</b>	Gluten free, plant based certification, vegan certification

**Halal Deposition**

**Any animal bi-products or derivatives processed at this facility?** Yes

**Select all speciation that are processed in this facility:** Pork  
Other

**Type all others:** Milk, eggs, butter, cheese

**Please select all product types**  
DY - Dairy  
OL - Oils  
PM - Packaging Material  
PR - Produce

**Check all of the fillers/additives added or injected into any halal products:** None

**Does facility handle haram products (contaminants) and halal products using the same tools and machines?** Yes

**What machines and tools are used to process these products? (Identify and list each tool/apperatus that is used for both products)**  
Mixer, grinder, 1000 pound ACFE mixer, Handtmann Stuffer, fryer, freezer.

**Does the facility institute ATP swab testing for contaminants?** Yes

**Is testing being performed on an annual basis for contaminants regarding the halal products?** Yes  
Once a week

**Does facility institute an SSOP? (Sanitation Standard Operating Procedure)** Yes  
Switching to an external cleaning company

**What is the cleaning frequency of the machinery that comes into contact with the Halal product?** Every night on the 3rd shift

**Does the facility utilize ATP swab testing?** Yes

**What is the acceptable passing range?** 30

**Detail the rectifying proceure if a swab test fails:**

Re cleaned, re rinsed, foamed and sanitized. Then swabbed again.

**Does the facility have a pest control program?**

Yes

Outsourced company coming in weekly.

**Is water used in any of the products that are in consideration for certification?**

No

## Pre-Walkthrough Notes

**Please describe what we should expect to see during our walkthrough today. Be sure to explain the process step by step from the products perspective. (meaning, from point a to point z)**

Product will come in to shipping area, storage area is next and products are separated by allergens, next is staging, next is mixing, next is battering, forming, fryer, then packaging. Weighed manually then hand-sealed.

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## Walkthrough

### Location

#### Location 1

Location Title

Receiving

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

#### Location 2

Location Title

Storage

All products separated by allergen

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

No

#### Location 3

Location Title

Mixing

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

Yes

Are cross contamination prevention measures currently in place?

Yes

What mitigating measures are currently Present?

ATP Swab Testing

#### Location 4

Location Title

Production Line

Location Image

Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)

Yes

Are cross contamination prevention measures currently in place?

Yes

**What mitigating measures are currently Present?**

ATP Swab Testing

**Location 5**

**Location Title**

Palletizing

**Location Image**

**Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)**

No

**Location 6**

**Location Title**

Freezer storage

**Location Image**

**Is this area considered a H.A.R.M Location? (Area where cross contamination has potential)**

No

**Final Check-Out**

100%

**Does facility store any product in a third party, off-site location, before the product is sold?**

No

**Has this facility ever produced halal certified products prior to this inspection?**

No

**Does this facility claim to produce halal products that are not certified?**

No

**Does this facility have any Muslim person on staff?**

Yes

**Name:**

Amir, Jaffar, Mango

**Expected sales quantity of halal products per month:**

3000 pounds a month

**Regionally, Halal products are being sold:**

Domestically

**Management was cooperative and understanding of Islamic dietary requirements**

Good

How to assess risk: HIGH RISK = Facility processes both halal and haram products using the same tools, machinery, or utensils. MEDIUM RISK = Facility processes both halal and haram products using segregated tools, machinery, or utensils. LOW RISK = Facility does not process any haram products on or inside of the premises.

**Assess the risk level of this facility:**

High Risk

**Documents Received**

1 flagged, 1 action

CONFIRM CLIENT HAS SUBMITTED ALL OF THE BELOW DOCUMENTS

**Legal Business Documents**

Yes

**Raw Material Information**

Yes

**Traceability Documentation**

Yes

**Halal Disclosure Statements or Halal Certificates**

No

Have none at the moment

To Do | Assignee Halal Auditor | Priority Low | Due 11 Oct 2022 18:00 04 SAST | Created by Halal Auditor

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**Finished Product Spec Sheets for products in consideration for certification**

Yes

**SSOP**

Yes

**Recall Plan**

Yes

**Water Report**

Will be emailed

**Testing Documentation (High Risk Facilities Only)**

Yes

**Pest Control**

Yes

**Flowchart of Processing**

Yes

**Signature**

**Inspectors Signature**

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Abdullah Fredericks  
4 Oct 2022 17:54 08 SAST

**Client Signature**

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Loni Banaszak  
4 Oct 2022 17:54 49 SAST

**Departure Date & Time**

4 Oct 2022 11:52 00 SAST

Inform the client that the audit has concluded. After closing the meeting, proceed to the final auditors evaluation.

<b>Final Auditors Evaluation</b>	100%
<b>Were packages and boxes clearly labeled with production and expiration dates?</b>	Yes
<b>Were safety/cooking instructions printed on finished labels?</b>	Yes
<b>Were any raw materials/ingredients marked with a halal certification seal?</b>	No
Must still be received from Halal watch world	
<b>Were any finished products marked with a halal certification seal?</b>	No
<b>Were halal products clearly segregated in freezer, storage, and warehouse locations?</b>	Yes
<b>Detail the method of segregation between halal certified and non-halal certified products:</b>	
Different pallets, boxes and shelves	
<b>Any H.A.R.M. locations identified that require mitigation?</b>	No
<b>Detail your final evaluation. Be sure to include failures and concerns uncovered during the question, and walk-through phases:</b>	
The client was very detailed in her knowledge and understanding of the halal process. She had a vast knowledge of sanitation and segregation concerning her halal with her non halal products. Client is in need of stickers to put on her halal products once certified.	
<b>Suggested Certification Status</b>	Certified
<p>CERTIFIED: Select certified if the client appears to have everything in order.</p> <p>PENDING: Select pending if the client has some non-conformities.</p> <p>SUSPENDED: Select suspended if the certified client appears to have unintentionally breached the contract in some way shape or form.</p> <p>REVOKED: Select revoked if the certified client appears to have intentionally breached the contract in some way shape or form.</p>	
<b>Enter Client ID from Auditor Printout</b>	1