

New Client Audit

1 Dec 2022 / Abdullah Fredericks

Complete

Score	100%	Flagged items	0	Actions	0
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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

01.12.2022 15:00 SAST

Company Name

Ramadan Halal Meat Market

Company Type

Distribution Center

Location

4750 Farm to Market Road
West Houston TX. 77069

General

Area of Site (sq. ft.) 17000

Number of Employees 8

Number of Working Shifts 2

Operating Hours 09H00-21H00 and
09H00-21H00

Days of Operation Week

M-F

Sat

Sun

Fitness	
Facility Produces Food Grade Products?	Yes
Client is HACCP Certified?	No
Food safety managed on site	
Do FDA Inspectors visit this facility?	Yes
City done inspection and provided to Halal watch world	
Facility Produces Meat & Poultry Products?	Yes
Client is SQF Certified?	No
Facility has USDA Inspector?	No
Not on site	
During production, is it possible for particulates to become airborne? (such as flours, powders, or other)	No
List any other relevant certifications or accreditations (ISO, GCC, BRC, etc.)	In the process of being developed. Planned for 2023

Halal Deposition

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

Yes

Select all speciation that are processed in this facility:

Halal Chicken

Halal Beef

Halal Lamb

Halal Goat

Please select all product types

RM - Raw Meat

Check all of the fillers/additives added or injected into any halal products:

None

Does facility institute an SSOP? (Sanitation Standard Operating Procedure)

Yes

What is the cleaning frequency of the machinery that comes into contact with the Halal product?

Weekly and Monthly based on schedule

Does the facility utilize ATP swab testing?

Yes

What is the acceptable passing range?

0

Based on the RLU value (Hand-held unit)

Detail the rectifying procedure if a swab test fails:

Reclean and repeat swabbing process until a passed swab is obtained. Increase cleaning frequency as a corrective action.

Does the facility have a pest control program?

Yes

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 arrives from refrigerated transport. Manager will do quality and temperature checks. Product will be stored in cooler. Product is processed and packaged into finished products with correct labelling. Products will be separated into retail and wholesale distribution.

Walkthrough

Location

Location 1

Location Title

Delivery door

Location Image

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

No

Location 2

Location Title

Temperature table

Location Image

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

No

Location 3

Location Title

Processing area

Location Image

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

No

Location 4

Location Title

Product Packaging station

Location Image

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

No

Location 5

Location Title

Processing tables

Location Image

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

No

Location 6

Location Title

Cutting machines

Location Image

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

No

Location 7

Location Title

Storage cooler

Location Image

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

No

Location 8

Location Title

Ground meat processing

Location Image

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

No

Location 9

Location Title

Meat storage in chiller

Location Image

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

No

Location 10

Location Title

Weighing machine

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?

Yes

Only on the retail side

Which company certified this product?

Halal products were certified from the source of the distributors and have been submitted

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

No

Expected sales quantity of halal products per month:

23000 pounds

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:

Low Risk

Signature

Inspectors Signature

Abdullah Fredericks
01.12.2022 22:43 SAST

Client Signature

Usman Latif
01.12.2022 22:43 SAST

Departure Date & Time

01.12.2022 15:41 SAST

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

Final Auditors Evaluation	100%
Were packages and boxes clearly labeled with production and expiration dates?	Yes
Were safety/cooking instructions printed on finished labels?	Yes
Were any raw materials/ingredients marked with a halal certification seal?	Yes
Were any finished products marked with a halal certification seal?	Yes
Were halal products clearly segregated in freezer, storage, and warehouse locations?	Yes
Detail the method of segregation between halal certified and non-halal certified products:	
No non-halal products on site	
Any H.A.R.M. locations identified that require mitigation?	No
Detail your final evaluation. Be sure to include failures and concerns uncovered during the question, and walk-through phases:	
No concerns uncovered during the question process. Client had all info needed on hand for quick response. The facility is cleaned frequently according to schedule and swab testing present. Client was detailed with regards to distribution and packaging of products.	
Suggested Certification Status	Certified
<p>CERTIFIED: Select certified if the client appears to have everything in order. PENDING: Select pending if the client has some non-conformities. SUSPENDED: Select suspended if the certified client appears to have unintentionally breached the contract in some way shape or form. REVOKED: Select revoked if the certified client appears to have intentionally breached the contract in some way shape or form.</p>	
Enter Client ID from Auditor Printout	74