

EST.44742/44742P

KIMIA KITCHEN,INC.

SANTA ANA , CA 92705

## **SANATAION STANDARD OPERATING PROCEDURE (SSOP)**

Kimia Kitchen, Inc .is a small meat and poultry processing establishment. This plant receives Mostly boneless meat and poultry from USDA inspected plants; and further processes Into entrees for retail and food service.

Inspected establishments must meet two sets of concerning sanitation: The sanitation. Operating procedures (Sanitation SOP) requirements and sanitation Performance Standards (SPS). Under the sanitation SOP requirements, each establishment must develop, implement, Ans maintain written procedures for the actions it takes daily, before and during operations, to Prevent products from being directly contaminated and adulterated. An establishment's Sanitation SOP typically covers the scheduled, daily pre-operational cleaning and sanitation of Equipment and surfaces that may contact product directly. The SPS regulations cover all of the Other aspects of plant sanitation that can affect food safety, e. g, pest control, adequate Ventilation ang lighting, and plumbing systems. Kimia Kitchen, Inc. has addressed the SPS Requirements in their pre-requisite program, which is not a part of Sanitation SOP. The SPS Requirements are in 9 CFR 416.2-416.5.Except for 9 CFR 416.4(c) , the SPS regulations do not Require that an establishment maintain records of procedures that it uses to meet these

performance standards.

Section 9 CFR 416.16 states (a) Each official establishment shall maintain daily records sufficient to document the implementation and monitoring of the Sanitation SOPs and any corrective actions taken. The establishment employee(s) specified in the Sanitation SOPs as being responsible for the implementation and monitoring of the procedures(s) specified in the Sanitation SOPs shall authenticate these records with his or her initials and the date. All records, data, checklists and other information pertaining to the Sanitation SOP will be maintained on file and made available to FSIS program employees. Such records will be retained for six months.

The identification of establishment personnel (positions rather than specific name of employees) responsible for implementing, maintaining, monitoring and records associated with the Sanitation SOP.

### **Sanitation Staff**

The sanitation staff will be **responsible for maintaining** the sanitation of all food-contact surfaces, including food-contact surfaces of utensils and equipment, to prevent the creation of insanitary conditions and the adulteration of product.

### **Sanitation Manager**

Sanitation Manager will oversee the sanitation program of the facility and report verbally all deficiencies to the sanitation staff for immediate correction. The results of the pre-operational and operational inspections will be recorded on the Daily Sanitation Report (See Attachment A).

The **Sanitation Manager** is responsible for **implementing and daily monitoring** of the Sanitation SOP and recording the findings and any corrective actions. The **Sanitation Managers** is responsible for training and assigning specific duties to other employees and monitoring their performance within the Sanitation SOP.

**I. Pre-operational Sanitation.** Established procedures of pre-operational sanitation must result in clean facilities, equipment and utensils prior to starting production. Clean facilities, equipment, and utensils are free of any soil, tissue debris, chemical or other injurious substance that could contaminate a meat or poultry food product. Pre-operational sanitation established procedures describe the daily, routine sanitary procedures to prevent direct product contamination or adulteration. The sanitary procedures include the cleaning of product contact surfaces of facilities, equipment and utensils to prevent direct product contamination or adulteration.

**A. General Equipment Cleaning.**

(Simple equipment and hand tools are cleaned and sanitized in the same manner but they do not require disassembly and reassembly)

**1. Established Sanitary Procedures for daily routine cleaning and sanitizing equipment:**

- a. The equipment is disassembled. Parts are placed in the designated tubs, racks, etc.
- b. Product debris is removed.
- c. Equipment parts are rinsed with water to remove remaining debris.
- d. An approved cleaner is applied to parts and they are cleaned according to manufacturer's directions.

e. Equipment parts are rinsed with potable water.

f. Equipment is sanitized with an approved sanitizer, and rinsed with potable water if required.

g. The equipment is reassembled.

## **2. Implementing, Monitoring and Recordkeeping.**

The **Sanitation Manager or designee** performs daily visual sanitation inspection after pre-operational equipment cleaning and sanitizing. The results of the inspection are recorded on Establishment Form S-1, Daily Sanitation Report. If corrective actions are needed, such actions are to be documented.

## **3. Corrective Actions.**

When **Sanitation Manager or designee** determines that the equipment or hand tools do not pass visual examination, the cleaning procedure and re-inspection are repeated. The Sanitation Manager monitors the cleaning of the equipment or hand tools and retrains sanitation crew employees, if necessary. Sanitation Manager or designee have the authority to withhold the use of any equipment, utensil, room, or compartment if found to be unclean or its use would result in direct product contamination or adulteration. Problem areas will be remedied immediately or held for corrective action, and the results will be recorded on Establishment Form S-1, Daily Sanitation Report. When necessary, the **Sanitation Manager or designee** will attach a company "Rejected/Retained" Hold tag until deficiency is corrected (See Attachment B).

## **II. Operational Sanitation.**

Operational sanitation established procedures describe the **daily, routine sanitary procedures** that the establishment will conduct during operations to prevent product from being directly

that the establishment will conduct during operations to prevent product from being directly contaminated and adulterated during processing, handling, storage, loading and unloading, and transportation from official establishments.

## **A. Processing operations.**

### **1. Established sanitary procedures for processing:**

a. Employees clean and sanitize hands, gloves, knives, other hand tools, etc., as necessary during processing to prevent contamination of products.

b. All equipment, tables and other product contact surfaces are clean and sanitized throughout the day as needed.

c. Procedures for handling Ready-to-Eat (RTE) products:

i. There is to be no cross utilization of equipment between raw and cooked products.

ii. Cooked meat product must be kept separate from raw meat products during processing, packaging and storage to avoid cross-contamination of finished cooked product.

d. **Controls for the use of Allergenic Ingredients (Walnuts, Wheat):**

i. Ingredients are identified during storage, preparation, processing to avoid cross contamination. Products to be reworked are identified during storage and reprocessing.

ii. Scheduling production to ensure that non-allergen-containing products are produced before products containing allergens.

iii. Thorough cleaning of all equipment and establishment areas after the production of allergen-containing products.

iv. Established traffic patterns to ensure that allergen-containing materials are not moved through areas where non-allergen containing materials and products are being handled.

v. Allergen-containing products appropriately labeled.

## **2. Implementing, Monitoring and Recordkeeping.**

The **Sanitation Manager or designee** performs operational sanitation inspection once per shift to ensure acceptable cleaning procedures and product handling procedures. The results of the inspection are recorded on Establishment Form S-1, Daily Sanitation Report. If corrective actions are needed, such actions are to be documented.

## **3. Corrective Actions.**

When **Sanitation Manager or designee** identifies sanitation problems, he/she notifies the **Plant Manager**. The Sanitation Manager or designee have the authority to withhold the use any equipment, utensil, room, or compartment if found to be unclean or its use would be result in direct product contamination or adulteration. Corrective actions will be recorded on Establishment Form S-1, Daily Sanitation Report. When necessary, the **Sanitation Manager or designee** will attach a company "Rejected" tag until item is made acceptable. If necessary, processing employees are retrained.

Plant management has the responsibility to train plant supervisors and employees in the hygienic handling of product and other sanitary requirements to ensure cleanliness in the preparation and handling of edible product. **Note: When established procedures have failed to prevent direct product contamination or adulteration, the establishment will take appropriate corrective action(s) including procedures to ensure appropriate disposition of products that may be contaminated, restore sanitary conditions, and prevent recurrence of direct product contamination or adulteration including appropriate re-evaluation or modification of the Sanitation SOP.**

## List of Attachment

- A. S-1, Daily Sanitation Report.
- B. Company Reject/Retain Hold Tag.

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KIMIA KTICHEN, INC., SANTA ANA 92705

**DAILY SANITATION REPORT**

Date:

ITEM	PRE-OP	DEFICIENCY NOTED	CORRECTIVE ACTION
<b>1. EQUIPMENT</b>			
a. Tables			
b. Cutting Boards			
c. Utensils			
d. Cooking Pans			
e. Cooking Pots			
f. S/S containers			
g. Plastic Luggers			
h. Grinders			
i. Slicer			
j. Wrapping machine			
k. Stainless steel Bowls			
l. Skewers			
m. Aluminum sticks			
n. other			
<b>INITIALS</b>			

ITEM	OPER.	DEFICIENCY NOTED	CORRECTIVE ACTION	PREVENATIVE MEASURES
<b>2. Equipment &amp; Utensils cleaned, as needed</b>				
<b>3. Product Handling</b>				
<b>4. Allergen Control</b>				
<b>INITIALS</b>				

Form S-1

\*Direct Product contact areas

\*\*Results-Use Code letter A, B, C, or D:

A. Checked and Found to Be Acceptable

B. Found unacceptable but corrected

C. Rejected and scheduled for cleaning at end of production Day

D. Not in use