

HACCP-Based SOPs

Risk Assessment Self Audit

PURPOSE: To assess and/or identify any risks on production and processing site.

SCOPE: This procedure applies to managers and/or those qualified who is given the task of conducting this annual Risk Assessment Self Audit.

KEY WORDS: Risk Assessment: Previous Land Use and Site Selection, Pre-Harvest, Animal, Pest/Rodent, Agricultural Water,

INSTRUCTIONS:

1. A Risk Assessment Self Audit should be performed annually.
2. A risk assessment should be completed on the following categories: Previous Land Use and Site Selection, Pre-Harvest, Animal, Pest/Rodent, and Agricultural Water.
 - a. Answer all questions and follow all procedures presented in each risk assessment.
 - b. Managers and/or personnel should be sure to sign and date the each risk assessment.
3. If a risk is identified, include detailed information on the risk in the document and present it to the manager.
4. Managers should address the risk as soon as possible.
 - a. After the risk is handled and a corrective action takes place, sign and date the document on the day of completion.

Monitoring:

1. Managers should be aware when a risk assessment takes place. Managers are responsible for ensuring a risk assessment takes place on an annual basis. Managers should address any and all risks immediately.

Corrective Action:

1. Managers and personnel must comply with this SOP to be within work policy and procedures.

Verification and Record Keeping:

Risk Assessments are to be logged annually and are found in the Food Safety Manual (Section 2).