## SANITATION INSPECTION REPORT (PROCESSED PRODUCTS)

FORM APPROVED OMB NO. 0580-0013: According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0013. The time required is estimated to average 1.5 hours per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

(PROCESSED PRODUCTS)		minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.									
SANITATION INSPECTION OF (Name and Address of Plant)			•		INSPECTOR						
					DATE INSP	ECTED					
PLANT OWNED BY (Company or Individual)					INSPECTOR ACCOMPANIED BY (Name and Title)						
	SANITA	RY DEFECTS	Assigned Defect	Inspr's Defect	SANITARY DEFECTS			Assigned Defect	Inspr's Defect		
	PREMISES	2	Points	Points	_			Points	Points		
I.	A.	Outside premises not well drained.	3								
	B.	Outside premises not free of weeds, clutter, unused equipment or other materials.	2		VII.	DISPOSA A.	L OF WASTES Garbage, trash, and dry waste materials, inside or				
	C.	Waste not properly stored or contained.	3		Ⅎ	Α.	outside the building, not satisfactorily contained.	4			
	D.	Outside premises not free of harborage or breeding places for insects, rodents, birds, or other animals.	4			B.	Waste is not disposed of frequently enough to prevent unsightliness or undesirable odors.	4			
	E.	Approaches to docks not clean or treated to minimize	4				to prevent unsignamess of undestrable odors.	4			
		dust.	3		VIII.	TOILET, I	HAND-WASHING, AND DRESSING ROOM				
II.	RAW MAT	ERIALS				A.	Toilet facilities not provided for each sex.	3			
	A.	Raw materials used in the product not handled in a sanitary manner that would prevent adulteration of finished				В.	Toilets and urinals not water-flushed.	3			
		product.	Critical			C.	Toilet room(s) not equipped with self-closing	3			
III.	CONSTRI	ICTION OF BUILDING				D.	doors. Toilet room(s) open directly into a processing	3			
	A.	Plant construction does not exclude probable				Б.	or food storage room where food is exposed.	Critical			
	В.	entrance of insects, rodents, birds or other animals.  Walls, partitions, ceilings, and exposed structural	5		-	E.	Cold and hot, water or tapped water not provided at wash basins.	3			
	ь.	supports in poor repair.	3			F.	Hand cleaner and towels not provided at or	3			
	C. D.	Floors not smooth and readily cleanable. Floors that frequently get wet not constructed to	3				near each basin.	3			
	Б.	prevent pooling or are not kept dry.	3			G.	Adequate hand-washing signs not posted.	3			
	E.	Exposed, unprotected overhead sewer lines present in product lines.	Critical			H.	Adequate dry waste receptacles not provided.	5			
		in product intes.	Chilcai				Adequate dry waste receptacies not provided.				
	F.	Wooden floors, where present, not coated with a suitable floor seal that effectively minimizes cracks and crevices.	5			I.	Toilet facilities not working.	4			
	G.	Walls not sealed at juncture with floor.	3			J.	Toilet and locker room not satisfactorily	-			
	H.	Walls and ceilings not free of flaked paint, nor in good repair.	3			K.	ventilated.  Toilet and dressing rooms not kept in a clean	5			
		repair.				IX.	orderly condition.	5			
	l. J.	Windows not intact. Entrances to production rooms not equipped with	3		-						
	0.	self-closing doors nor provided with other effective means			IX.	CONSTR	UCTION AND REPAIR OF EQUIPMENT				
		to prevent entrance of vermin.	3		-	A.	Equipment product contact surfaces not constructed of smooth, nontoxic, corrosion-				
	K.	Screen doors, where present, not self closing.	3				resistant, odorless, materials; wood, where used,				
	L.	Utility rooms or areas, including boiler rooms and maintenance shop, not isolated enough or separated from				B.	not fine, close grained, high-density type.  Equipment product zone surfaces not free of	5			
		production rooms.	4			٥.	cracks, crevices, pits, or other imperfections				
IV.	LIGHTING					C.	(such as knots in wood).  Adequate space not allowed around equipment	5			
	A.	Production rooms not adequately lighted (20-foot candles).	3				for cleaning and inspection purposes.	4			
	B.	Places where detailed inspection of the product or ingredients is required not adequately lighted				D.	Equipment not designed to protect the product zone against contamination or extraneous				
		(50-foot candles).	4				material.	5			
	C.	Places where detailed inspection of the processes or operations is required not adequately lighted				E.	Equipment not free of parts or areas inaccessible for cleaning and inspection purposes.	4			
		(50-foot candles).	3			F.	Electrical system not constructed or positioned				
	D.	Storage areas not adequately lighted (20-foot candles)	3			G.	to prevent insect harborage. Equipment not kept in good repair.	3			
	E.	Toilets and dressing rooms not adequately lighted						2 for each item not in			
	F.	(20-foot candles). Light bulbs, fixtures, skylights, or other glass suspended	3		x.	CLEANING	3	good repair			
		over food in any stage of preparation not of a safety type				A.	Equipment not cleaned at frequencies necessary	Cuitical			
		or otherwise protected where essential to prevent contamination of the product during production.	5			В.	to prevent contamination of the product.  A dust-free method of cleaning not used	Critical			
v.	VENTU AT	TON					whenever possible.	3			
v.	VENTILAT A.	Plant not reasonably free of undesirable odors, hot air			XI.	CONTRO	L OF INSECTS AND ANIMALS				
	В	vapors, or dust.	3			А. В.	Presence of evidence of any rodents in plant.	5			
	B.	Evidence or presence of excessive condensate on walls, ceilings, equipment, or pipelines.	4			Б.	Presence of any birds or any other animals including domestic types in the plant.	5			
	C.	Areas where steam or hot air vapors are predominant not				C.	Presence of live insects in processing or product	Critical			
	D.	effectively exhaust-ventilated.  Cooling and air-conditioning units not equipped with	3		1	D.	storage areas(two or more).  Presence of dead insects in processing equipment	Critical			
		filtering devices; filters not changed or cleaned when necessary.	3			E.	(two or more).  Presence of live or dead insects in other plant areas	Critical			
	E.	Window openings to the outside not screened with 14-mesh	3		1		(three or more).	5			
		or finer window screen (during presence of flies or other flying insects.	3			F.	Rodenticides, insecticides, and other control or eradication material including applicatory				
	F.	Exhaust fans not screened or equipped with self-closing	3		1		equipment not used in a safe acceptable manner.	Critical			
		louvers.	3		-	G.	Evidence that effective pest control not exercised where needed.	3			
VI.	WATER S					H.	Type of insecticides and rodenticides not in				
	A. B.	Lack of satisfactory evidence that the water supply is potable.  Presence of a cross-connection between water lines and	Critical		-		compliance with Federal Food and Drug Administration regulations.	4			
		sewage system (not allowed).	Critical			I.	Poisoned baits, if used, not adequately secured.				

PAGE 2 OF 2

	SANITA	ARY DEFECTS	Assigned Defect	Inspr's Defect	SANITARY DEFECTS			Assigned Defect	Inspr's Defect
	S/AIVI17	ACT DELECTS	Points	Points		SANITART DEFECTS			Points
XII.	COOLING AND REFRIGERATION FACILITIES				XIV.	XIV. PERSONNEL			
	A.	adequately				A.	Employees not wearing garments suitable for		
		protected from contamination or from					work being performed.	4	
		becoming spoiled.	5			B.	Personnel in contact with unwrapped product or		
	B.	Storage areas not free of visible mold and			1		ingredients not using proper headwear		
		objectionable odors.	3				including protection from facial hair.	4	
	C.	Storage area not reasonably clean.	3		1	C.	Fingernail polish, costume jewelry, and		
	D.	Where required refrigeration facilities not	3		i		wrist watches worn by plant personnel		
		properly cooling and keeping perishable			i		working on the processing line.	3	
		supplies and products at temperatures				D.	Gloves, if worn, not kept in a sanitary condition.	3	
		not exceeding 45 degrees F.	5			E.	Storage of employees personal effects in		
	E.	Adequate skids or pallets not used when			1		production rooms.	3	
		needed.	3			F.	Employees not washing hands after		
	F.	Items not stored in an orderly, easily			1		contamination.	Critical	
		accessible manner in suitable, covered, or				G.	Failure of employees to be hygienically		
		closed containers.	3				clean: fingernails not kept clean and		
					1		trimmed.	4	
XIII.	STORI	NG AND STORAGE FACILITIES				H.	Employees affected with or a carrier		
	A.	Supplies and products not adequately					of a communicable or infectious disease		
		protected from contamination nor					not excluded from product area.	Critical	
		from becoming spoiled.	5			I.	Plant employees having an infectious wound, sore,		
	B.	Storage areas not well ventilated and			1		or lesion on hands, arms, or other exposed parts of		
		free from objectionable odors.	3				the body not excluded from contacting		
		,			1		ingredients, products, or product zone.	5	
	C.	Storage areas not clean and dry.	3			J.	Plant personnel not instructed in		
	D.	Materials not stored in an orderly manner			İ		acceptable hygienic practices and proper		
		in suitable, covered, or closed containers.	3		l		sanitary rules of food handling.	5	
	E.	Supplies and product not protected			1	K.	Personnel not prohibited from		
		against unfavorable temperatures and			I		expectorating, eating, or smoking		
		humidity.	3		l		in product areas.	5	
	F.	Adequate skids or pallets not used where			l				
		needed.	3		TOTAL			1	1

Plant operations are considered to be insanitary if one or more critical defects are found or if the plant receives a score of 76 or higher. When Section XII, "Cooling and Refrigeration Facilities" is not applicable, the plant must have a score of 54 or higher.

REMARKS

## SANITATION INSPECTION REPORT (PROCESSED PRODUCTS)

FORM APPROVED OMB NO. 0580-0013: According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 00580-0013. The time required is estimated to average 1.5 hours per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

(PROCESSED PRODUCTS)  SANITATION INSPECTION OF (Name and Address of Plant)			recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.									
			1		INSPECTOR 2							
<u> </u>						DATE INSPECTED #						
						4	7					
PLAN	IT OWNED	BY (Company or Individual)			INSPECTOR	ACCOMPAN	NIED BY (Name and Title)					
SANITARY DEFECTS			Assigned Defect Points	Inspr's Defect Points		SANITARY DEFECTS			Inspr's Defect Points			
	PREMISE		6	7				Points	1 01113			
	А. В.	Outside premises not well drained. Outside premises not free of weeds, clutter,	3		VII.	DISPOSAI	L OF WASTES					
	0	unused equipment or other materials.	3			A.	Garbage, trash, and dry waste materials, inside or	,				
	C. D.	Waste not properly stored or contained.  Outside premises not free of harborage or breeding	3			B.	outside the building, not satisfactorily contained.  Waste is not disposed of frequently enough	4				
	_	places for insects, rodents, birds, or other animals.	4		1		to prevent unsightliness or undesirable odors.	4				
	E.	Approaches to docks not clean or treated to minimize dust.	3		VIII.	Іто́І⊌ЕТ, н	IAND-WASHING, AND DRESSING ROOM					
II.	RAW MA	TERIAI S				FACILITIE	S Toilet facilities not provided for each sex.	3				
•••	A.	Raw materials used in the product not handled in a			<b>1</b> 6110		·					
		sanitary manner that would prevent adulteration of finished product.	Critical			B. C.	Toilets and urinals not water-flushed.  Toilet room(s) not equipped with self-closing	3				
		·	Critical		<b>-</b>		dp\ps_1	3				
III.	A.	UCTION OF BUILDING  Plant construction does not exclude probable				D.	To let room(s) open directly into a processing or food storage room where food is exposed.	Critical				
		entrance of insects, rodents, birds or other animals.	5		2.00	J£: (  ]	Coor and hot, water or tapped water not					
	B.	Walls, partitions, ceilings, and exposed structural supports in poor repair.	3			// <sub>F.</sub>	provided at wash basins.  Hand cleaner and towels not provided at or	3				
	C. D.	Floors not smooth and readily cleanable. Floors that frequently get wet not constructed to	3				near each basin.	3				
	Б.	prevent pooling or are not kept dry.	3			G.	Adequate hand-washing signs not posted.	3				
	E.	Exposed, unprotected overhead sewer lines present in product lines.	Critical			Н.	Adequate dry waste receptacles not provided.	5				
		·	Critical		1		Additional Annual Cooperation for provided.					
	F.	Wooden floors, where present, not coated with a suitable floor seal that effectively minimizes cracks and crevices.	5			I.	Toilet facilities not working.	4				
	G.	Walls not sealed at juncture with floor.	3		1	J.	Toilet and locker room not satisfactorily	_				
	H.	Walls and ceilings not free of flaked paint, nor in good repair. repair.	3			K.	ventilated.  Toilet and dressing rooms not kept in a clean	5				
	I.	Windows not intact.	3		1		orderly condition.	5				
	J.	Entrances to production rooms not equipped with	3		1							
		self-closing doors nor provided with other effective means to prevent entrance of vermin.	3		IX.	A.	JCTION AND REPAIR OF EQUIPMENT Equipment product contact surfaces not					
					1		constructed of smooth, nontoxic, corrosion-					
	K. L.	Screen doors, where present, not self closing. Utility rooms or areas, including boiler rooms and	3		1		resistant, odorless, materials; wood, where used, not fine, close grained, high-density type.	5				
		maintenance shop, not isolated enough or separated from production rooms.	4			B.	Equipment product zone surfaces not free of cracks, crevices, pits, or other imperfections					
			4		1		(such as knots in wood).	5				
IV.	LIGHTING A.	Production rooms not adequately lighted (20-foot candles).	3			C.	Adequate space not allowed around equipment for cleaning and inspection purposes.	4				
	В.	Places where detailed inspection of the product	- ŭ		1	D.	Equipment not designed to protect the product					
		or ingredients is required not adequately lighted (50-foot candles).	4				zone against contamination or extraneous material.	5				
	C.	Places where detailed inspection of the processes or			1	E.	Equipment not free of parts or areas inaccessible					
		operations is required not adequately lighted (50-foot candles).	3			F.	for cleaning and inspection purposes.  Electrical system not constructed or positioned	4				
	D.	Storage areas not adequately lighted (20-foot candles)	3		1	G.	to prevent insect harborage. Equipment not kept in good repair.	3				
	E.	Toilets and dressing rooms not adequately lighted			1	<b>G</b> .	Equipment not kept in good repair.	2 for each item not in				
	F.	(20-foot candles). Light bulbs, fixtures, skylights, or other glass suspended	3		x.	CLEANING		good repair				
		over food in any stage of preparation not of a safety type				A.	Equipment not cleaned at frequencies necessary					
		or otherwise protected where essential to prevent contamination of the product during production.	5			В.	to prevent contamination of the product.  A dust-free method of cleaning not used	Critical				
.,	VENTU A	TION			1		whenever possible.	3				
V.	VENTILA: A.	Plant not reasonably free of undesirable odors, hot air			XI.	CONTROL	OF INSECTS AND ANIMALS					
	B.	vapors, or dust.  Evidence or presence of excessive condensate on walls,	3		4	А. В.	Presence of evidence of any rodents in plant.  Presence of any birds or any other animals	5				
	Б.	ceilings, equipment, or pipelines.	4				including domestic types in the plant.	5				
	C.	Areas where steam or hot air vapors are predominant not effectively exhaust-ventilated.	3			C.	Presence of live insects in processing or product storage areas(two or more).	Critical				
	D.	Cooling and air-conditioning units not equipped with	Ť		1	D.	Presence of dead insects in processing equipment					
		filtering devices; filters not changed or cleaned when necessary.	3			E.	(two or more).  Presence of live or dead insects in other plant areas	Critical				
	E.	Window openings to the outside not screened with 14-mesh			1		(three or more).	5				
		or finer window screen (during presence of flies or other flying insects.	3	<u> </u>		F.	Rodenticides, insecticides, and other control or eradication material including applicatory					
	F.	Exhaust fans not screened or equipped with self-closing louvers.	3			G.	equipment not used in a safe acceptable manner. Evidence that effective pest control not exercised	Critical				
			3		1		where needed.	3				
VI.	WATER S	SUPPLY  Lack of satisfactory evidence that the water supply is potable.	Critical			H.	Type of insecticides and rodenticides not in compliance with Federal Food and Drug					
	В.	Presence of a cross-connection between water lines and			1		Administration regulations.	4				
		sewage system (not allowed).	Critical		Ī	I.	Poisoned baits, if used, not adequately secured.					

PAGE 2 OF 2

						PAC	3E 2 OF 2
			Assigned	Inspr's		Assigned	Inspr's
	SANITA	ARY DEFECTS	Defect	Defect	AANITARY DEFECTS	Defect	Defect
			Points	Points		Points	Points
XII.		NG AND REFRIGERATION FACILITIES		1	PERSONNEL		
	A.	adequately			Employees not wearing garments suitable for		ĺ
		protected from contamination or from		2 1/1/	work being performed.	4	ĺ
		becoming spoiled.	5	4 VV II	B. Personnel in contact with unwrapped product or		
	B.	Storage areas not free of visible mold and		W)	ingredients not using proper headwear		i
		objectionable odors.	3	$J^{D}$	including protection from facial hair.	4	ĺ
	C.	Storage area not reasonably clean.	3 🗸		<ul> <li>Fingernail polish, costume jewelry, and</li> </ul>		
	D.	Where required refrigeration facilities not	3		wist watches worn by plant personnel		i
		properly cooling and keeping perishable			working on the processing line.	3	ĺ
		supplies and products at temperatures			(Gløves, if worn, not kept in a sanitary condition.	3	
		not exceeding 45 degrees F.	5	$\sim$	Storage of employees personal effects in		
	E.	Adequate skids or pallets not used when		$\bigcap \bigcap \bigcap$	production rooms.	3	i l
		needed.	3		F. Employees not washing hands after		
	F.	Items not stored in an orderly, easily			contamination.	Critical	i l
		accessible manner in suitable, covered, or		٦ -	<ul> <li>G. Failure of employees to be hygienically</li> </ul>		
		closed containers.	3		clean: fingernails not kept clean and		
					trimmed.	4	i l
XIII.	STORI	NG AND STORAGE FACILITIES			<ul> <li>H. Employees affected with or a carrier</li> </ul>		
	A.	Supplies and products not adequately			of a communicable or infectious disease		
		protected from contamination nor			not excluded from product area.	Critical	ĺ
		from becoming spoiled.	5		<ol> <li>Plant employees having an infectious wound, sore,</li> </ol>		
	B.	Storage areas not well ventilated and			or lesion on hands, arms, or other exposed parts of		
		free from objectionable odors.	3		the body not excluded from contacting		
					ingredients, products, or product zone.	5	i l
	C.	Storage areas not clean and dry.	3		<ol> <li>Plant personnel not instructed in</li> </ol>		
	D.	Materials not stored in an orderly manner			acceptable hygienic practices and proper		ĺ
		in suitable, covered, or closed containers.	3		sanitary rules of food handling.	5	
	E.	Supplies and product not protected			<ul><li>K. Personnel not prohibited from</li></ul>		
		against unfavorable temperatures and			expectorating, eating, or smoking		
		humidity.	3		in product areas.	5	
	F.	Adequate skids or pallets not used where					(
		needed.	3		TOTAL		i Õ

Plant operations are considered to be unsanitary if one or more critical defects are found or if the plant receives a score of 76 or higher.

When Section XII, "Cooling and Refrigeration Facilities" is not applicable, the plant must have a score of 54 or higher.

REMARKS



## **SANITATION INSPECTION REPORT (SIR)**

FGIS-952, For Processed Product and Rice Processing Plants.

- 1. Name of plant and physical address of the sanitation inspection.
- 2. Name of the company or individual that owns the plant.
- 3. Name of the inspector performing the inspection.
- 4. Date of inspection.
- 5. Name and title of plant personnel that accompanied the inspector during the inspection.
- 6. Assigned Defect Points. This column contains pre-assigned individual defect points. The range of points assigned is based on the importance of the defect item to the maintenance of good sanitation in the plant. For example, the defect item "Presence or evidence of rodents in plant," is assigned a point range of 0 to 5; whereas, "Waste not properly stored or contained," is assigned a point range of 0 to 3.
- 7. Inspector's Defect Points. In this column rate the individual defect item based on your opinion as to the relative potential for product contamination. If the item is clean and presents no sanitation problem, assign 0 defect points to the item. If the item is relatively clean but not perfect, assign 1 or 2 defect points to the item. If the item is insanitary or presents a clear hazard to sanitary operations, assign the maximum defect points possible for that item.
- 8. Total the inspector's defect points. If the SIR score meets or exceeds 76, consider plant operations insanitary. When section XII, Cooling and Refrigeration Facilities, is not applicable, delete the assigned defect points (22) from the total overall score of 76 or higher and use 54 or higher as the defect limit.

observed.

Immediately after completing the SIR, give a copy to the plant representative. This copy is the plant's written notification of the conditions found.

## **Questions Concerning This Form?**

USDA, GIPSA Field Management Division Policies, Procedures and Market Analysis Branch 1400 Independence Ave. Rm. 2409 N Washington, DC 20250-3630

Telephone: (202) 720-0277

Fax questions: to (202) 720-1015

Email questions to: andrew.s.greenfield@usda.gov

