

FORM FGIS 952-2 (01/21) Expires XX-XX
**SANITATION INSPECTION REPORT
(OVERPACKER)**

FORM APPROVED OMB NO. 0581-0309: According to the Paperwork Reduction Act of 1995, no agency may 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 0581-0309. The time required is estimated to average 1 hour per response and 1 minute of record keeping, 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 INSPECTED

PLANT OWNED BY (Company or Individual)

INSPECTOR ACCOMPANIED BY (Name and Title)

GENERAL TYPES OF ITEMS INSPECTED

SANITARY DEFECTS	Assigned Defect Points	Inspector Defect Points	SANITARY DEFECTS	Assigned Defect Points	Inspector Defect Points		
I. PACKING MATERIALS	CRITICAL		V. CONTROL OF INSECTS AND ANIMALS				
A. Not free from adulteration.			A. Rodent harborages or insect-breeding places present.			4	
B. Shows evidence of insanitary conditions or deterioration.			B. Insects, birds, or animals present in plant.			5	
C. Not stored under sanitary conditions.	5		C. Insecticides or rodenticides are handled so as to contaminate the product.	CRITICAL			
II. LIGHTING			VI. STORAGE FACILITIES				
A. Insufficient lighting in areas where inspection and examination are performed (50-foot candles).			4			A. Storing methods do not minimize deterioration nor contamination.	5
III. DISPOSAL OF WASTES							B. Storage facilities not clean, sanitary nor in good repair.
A. Floor drains not functional not properly trapped.	3	C. Shelves, cabinets, or dunnage not used where necessary to prevent contamination or deterioration.		5			
B. Dry wastes not collected in suitable containers conveniently located throughout the plant.	3	XIV. PERSONNEL					
C. All waste not collected and disposed of at frequent intervals nor in a sanitary condition.	4	A. Not free of communicable nor infectious disease.	CRITICAL				
IV. TOILET, HAND-WASHING, AND DRESSING ROOM FACILITIES			B. Not free of infected cuts, open sores or other lesions on exposed parts of the body.	CRITICAL			
A. Toilet room opens directly into packing or storage areas.			5	TOTAL			
B. Doors not self closing and tight fitting.			3				
C. Absence of sign directing employees to wash hands.			3				
D. Absence of hot or cold water, soap, or hand-drying facilities.			5				
E. Toilet rooms not properly vented to the outside.	5						

Plant operations are considered to be insanitary if one or more critical defects are found or if the plant receives a score of 21 or higher.

REMARKS

Use reverse side of this form for additional remarks.

Name of Inspector

Date

FORM FGIS 952-2 (01/21) Expires <input type="checkbox"/>		FORM APPROVED OMB NO. 0581-0309: According to the Paperwork Reduction Act of 1995, no agency may 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 0581-0309. The time required is estimated to average 1 hour per response and 1 minute of record keeping, 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 REPORT (OVERPACKER)			
SANITATION INSPECTION OF (Name and Address of Plant)		INSPECTOR	4
1		DATE INSPECTED	5
PLANT OWNED BY (Company or Individual)		INSPECTOR ACCOMPANIED BY (Name and Title)	
2		6	
GENERAL TYPES OF ITEMS INSPECTED			
3			

SANITARY DEFECTS	Assigned Defect Points	Inspector Defect Points	SANITARY DEFECTS	Assigned Defect Points	Inspector Defect Points
I. PACKING MATERIALS	7 CRITICAL	8	V. CONTROL OF INSECTS AND ANIMALS		
A. Not free from adulteration.			A. Rodent harborages or insect-breeding places present.	4	
B. Shows evidence of insanitary conditions or deterioration.	5		B. Insects, birds, or animals present in plant.	5	
C. Not stored under sanitary conditions.	5		C. Insecticides or rodenticides are handled so as to contaminate the product.	CRITICAL	
II. LIGHTING			VI. STORAGE FACILITIES		
A. Insufficient lighting in areas where inspection and examination are performed (50-foot candles).	4		A. Storing methods do not minimize deterioration nor contamination.	5	
III. DISPOSAL OF WASTES			B. Storage facilities not clean, sanitary nor in good repair.	3	
A. Floor drains not functional not properly trapped.	3		C. Shelves, cabinets, or dunnage not used where necessary to prevent contamination or deterioration.	5	
B. Dry wastes not collected in suitable containers conveniently located throughout the plant.	3		XIV. PERSONNEL		
C. All waste not collected and disposed of at frequent intervals nor in a sanitary condition.	4		A. Not free of communicable nor infectious disease.	CRITICAL	
IV. TOILET, HAND-WASHING, AND DRESSING ROOM FACILITIES			B. Not free of infected cuts, open sores or other lesions on exposed parts of the body.	CRITICAL	
A. Toilet room opens directly into packing or storage areas.	5		TOTAL		9
B. Doors not self closing and tight fitting.	3		Plant operations are considered to be insanitary if one or more critical defects are found or if the plant receives a score of 21 or higher.		
C. Absence of sign directing employees to wash hands.	3				
D. Absence of hot or cold water, soap, or hand-drying facilities.	5				
E. Toilet rooms not properly vented to the outside.	5				

REMARKS	
10	
Use reverse side of this form for additional remarks.	
Name of Inspector	11
Date	12

Instructions for Completing FGIS-952-2

1. Name of plant and physical address of the sanitation inspection.
2. Name of the company or individual that owns the plant.
3. Type of items inspected.
4. Name of the inspector performing the inspection.
5. Date of inspection.
6. Name and title of plant personnel that accompanied the inspector during the inspection.
7. 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. The most serious defects do not have assigned defect points but are listed as "critical."
8. 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. Score critical items as either "pass" or "fail." For example, the item "Presence of live insects in processing or product storage areas (two or more)" is a critical item. When any type of insect is present in the number indicated, it is a critical defect.
9. Total the Inspector's Defect Points. If the SIR score meets or exceeds 21, consider plant operations insanitary. A plant may not have any critical items but their overall sanitary condition is so poor that they should discontinue processing and have a general cleanup or initiate a maintenance program. Evaluate plants in this condition based on their total SIR score.
10. Explain critical defects in the "Remarks" section to clearly describe the conditions observed.
11. Name of person that performed the inspection. .
12. Date SIR completed and signed..

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

Contact Information

Patrick McCluskey, Chief
Field Management Division
Policy, Procedures, and Market Analysis Branch

Patrick.J.McCluskey@usda.gov