

STORAGE & WAREHOUSES

Date		FBO Name	
Food Safety Officer		FBO's representative	
FBO License No.		Address	

Indicate the following – Compliance (C), Noncompliance (NC), Partial Compliance (PC) or Not Applicable (NA)

S. No.	Audit Question	Scoring	
1	Food establishment has an updated FSSAI license and is displayed at a prominent location.	2	
I	Design & facilities		
2	The design and layout of warehouse permit adequate maintenance and cleaning and do not provide harbourage to pests.	2	
3	There is adequate facility for potable & non-potable water supply.	2	
4	There is adequate facility for drainage & waste disposal.	2	
5	Premise has sufficient lighting. Lighting fixtures are covered to protect food from contamination (especially where unpacked food is stored).	2	
6	Adequate ventilation is provided within the premise.	2	
7	An adequate and separate storage facility is in place for food products; chemicals & other hazardous substances; personal items etc.	2	
8*	<i>Facility capable of achieving & maintaining temperature is available (such as freezer, chillers etc.) for storing products requiring temperature control.</i>	4	
9	Ante room is available with frozen room maintaining temperature below 4 ⁰ C for picking of frozen product.	2	
10	Personnel hygiene facilities are available. (Adequate number of hand washing facilities, toilets, change rooms, rest & refreshment room etc).	2	
II	Control of operation		
11	Food material is stored on pallets/racks off the floor and away from walls.	2	
12	Products handled with care at receiving picking and dispatch – material not lying on floor or in an unorganized manner or allowed to accumulate.	2	
13	Chilled products are received at 5 ⁰ C or below. Frozen products are received at -18 ⁰ C or below	2	
14*	<i>Frozen products are stored in frozen rooms maintained at -18⁰C or below. Chilled products are stored in cold rooms maintained at 5⁰C or below. Records of temperature monitoring are maintained.</i>	4	
15	Cold room and frozen room are maintained neat and clean, free from mold growth and any unwanted materials.	2	
16	Stock rotation is practiced through FIFO/FEFO and no expired product is available on shelf for sale.	2	
III	Maintenance & sanitation		
17	The premises is kept clean and there are no seepage, cobwebs, dirt, dust, etc. that can compromise food safety. Check for records.	2	
18	Cleaning of storage equipments (silos, pallets etc.), food premises is done as per cleaning schedule & cleaning programme.	2	

19	Food premises and equipment are maintained in an appropriate state of repair and condition. Check for records.	2	
20*	<i>Pest control program is available Only approved pest control chemicals or fumigants (in case of food grains) are used. Check for records.</i>	4	
21	Pest control activities are carried out by trained and experienced personnel. Check for records.	2	
22	Rodent traps are in sufficient numbers and are mapped. Insecticutors used are functional and cleaned regularly.	2	
23	No signs of pest activity or infestation in premises (eggs, larvae, faeces etc.)	2	
24	Food waste and other refuse are removed periodically from food storage areas to avoid accumulation.	2	
IV	Personal Hygiene		
25	Annual medical examination & inoculation of food handlers against the enteric group of diseases as per recommended schedule of the vaccine is done. Check for records.	2	
26	No person suffering from a disease or illness or with open wounds or burns is involved in handling of food or materials which come in contact with food.	2	
27*	<i>Food handlers maintain personal cleanliness (clean clothes, trimmed nails & water proof bandage etc) and personal behaviour (hand washing, no loose jewellery, no smoking, no spitting etc).</i>	4	
28	Food handlers equipped with suitable aprons, gloves, headgear, shoe cover etc; wherever necessary.	2	
V	Training & records keeping		
29	Internal / External audit of the system is done periodically. Check for records.	2	
30	Food business has an effective customer complaints redressal mechanism.	2	
31	Food handlers have the necessary knowledge and skills & trained to handle food safely. Check for training records.	2	
32*	<i>Appropriate documentation & records are available and retained for specific period.</i>	4	

Total points/74

Asterisk mark (*) questions may significantly impact food safety & therefore must be addressed as a priority. Failure in any of the asterisk mark questions, will lead to Non-compliance

Grading –

<input type="checkbox"/>	A⁺	66 - 74	Compliance – Exemplar
<input type="checkbox"/>	A	60 - 65	Compliance – Satisfactory
<input type="checkbox"/>	B	27 - 59	Needs Improvement
<input type="checkbox"/>	No grade	<27	Non Compliance