



## Costco Produce Addendum | Costco Produce Facility Addendum v06-01-2017 rev080817

Auditing Company: NSF Food Safety Certification LLC  
 Audit ID: 3057 | 2  
 Application ID: 1819

Final Audit Report

Organization:	<b>Schoonbee Landgoed</b> <b>Contacts:</b> <a href="#">Leon Olckers</a> <b>Address:</b> Kameelkop 17-JS <b>Location:</b> Groblersdal, Limpopo, South Africa <b>Phone:</b> (027) 132-624000
Facility:	<b>Schoonbee Landgoed</b> <b>Contacts:</b> <a href="#">Leon Olckers</a> <b>Address:</b> Kameelkop 17-JS <b>Location:</b> Groblersdal, Limpopo, South Africa <b>Phone:</b> (027) 132-624000
Parent Audit Number:	0
Announced Audit:	Yes
Preassessment Audit:	No
Audit Scope:	Packing of citrus
Date Started:	Jun 21, 2018 9:00
Date Finished:	Jun 22, 2018 16:00
Total Amount of Time:	31:00:00
Observed on day of audit:	Oranges
Not Observed and not of a similar risk type to what was observed:	
Not Observed but of a Similar risk type to what was observed:	
Auditor:	<a href="#">Ivy Kruger</a>

### QUESTION RESPONSE SUMMARY

# of Question Responses	N/A	Full	Minor	Major	Non-Compliance
31	7	24	0	0	0

NC Summary Report

## Audit Score Summary

AUDIT SCORE SUMMARY		
Costco Wholesale Addendum to Food Safety Audit	Possible Points:	240
	Score:	240
	Percent Score:	100%
<b>TOTAL</b>	Possible Points:	240
	Score:	240
	Percent Score:	100%

## Sections

### Costco Wholesale Addendum to Food Safety Audit

## Questions

### Costco Wholesale Addendum to Food Safety Audit |

1 | If the facility is supplying product to the U.S., is there a Preventive Controls Program in place? If the facility is supplying product to Costco in countries other than the U.S., is there a HACCP Program in place? Does the facility have a Food Safety Plan in place? Has the facility done a Risk Assessment?

**Auditor Comments:** The site had a food safety policy SCL-FSMS-MAN-1.1 - signed by the Managing Director Ista Upton and the senior site managers on the 2018-02-01. This was communicated to staff through training and through emails to senior staff members. Policy also at entrance to communicate to all staff members.

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

2 | Does the person responsible for the Preventive Controls Program (PCQI) and/or HACCP have a certificate of formal training, preferably in a classroom setting, that is current within the past 5 years?

**Auditor Comments:** The HACCP team leader was formally trained in HACCP by RS Africa and Qualiticians mentorship. He has 17 years industry experience.

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

3 | Is there a written food safety training program for all personnel, that includes new, temporary and existing employees? Does the program include refresher training? Are records kept?

**Auditor Comments:** The site had a training procedure SCL-FSMS-PRP-3.15 in place and this was assessed by the auditor. It outlined that all new employees would undergo induction training on their first days of employment and outlined what the content of the training was. Training program for 2018 - T005/Rev1 was followed and training records were in place. It identified the training planned and conducted for the year to date. Training registers for all training delivered were in place

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

4 | Does the facility have a Supply Chain Program to monitor the food safety audits and corrective actions for all who supply product to them?

**Auditor Comments:** The Raw Material risk assessments SCL-FSMS-RISK-8.1 were split into chemical, physical, biological and allergen assessments. The risks associated with suppliers were also considered. SO2 was considered as the only allergen present on the site. These were reviewed on an annual basis as part of the HACCP review. The company had an effective supplier approval and monitoring system documented in the Supplier quality procedure SCL-FSMS-GEN-2.5 to manage any potential risks from packaging and risks from raw materials.

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

5 | Are hand sinks available inside restroom facilities, for use after using the restroom and also inside the facility, for secondary hand washing, for use prior to starting work, after a break or at any other time hands become contaminated? Larger facilities may require additional hand sinks. Are hand wash stations in working order and supplied with unscented soap, warm water, disposable towels and a trash receptacle?

**Auditor Comments:** Fully compliant

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

6 | Are hygiene rules posted in the appropriate locations and in the language of the employees to remind them that hand-washing is required before starting work, after breaks, after using restrooms and at any time hands become contaminated?

**Auditor Comments:** Fully compliant

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

7 | Does the operation have a written policy stating that employees are prohibited from wearing and/or bringing items such as, but not limited to the following, which could be a source of product contamination: jewelry, (with the exception of a plain wedding band) ear gages, watches, clothing with sequins or studs, bobby pins, false eyelashes and eyelash extensions, long nails, false nails, and nail polish?

**Auditor Comments:** Personal hygiene procedure SCL-FSMS-PRP-3.8 was in place and sampled by the auditor. Hygiene requirements existed and were trained to all staff during induction. Staff were checked using the personnel inspection checklist H001 before gaining access to the product handling areas to confirm that they adhered to the personal hygiene requirements. Personnel medication is controlled.

**Possible Points:** 10  
**Score:** 10  
**Answer:** Full

8 | In facilities that handle exposed product, are all employees wearing hair nets? If workers have facial hair, are beard nets and moustache covers worn? Is this a written policy?

<p><b>Auditor Comments:</b> Fully complaint</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>9   If a processing facility is supplying Costco a RTE (ready-to-eat) product, is there a written policy indicating that gloves are to be worn? If employees are wearing gloves, are they provided by the facility and non-Latex/powder-free? Cotton gloves may be worn under non-Latex/powder-free gloves.</p>	
<p><b>Auditor Comments:</b></p>	<p><b>Possible Points:</b> N/A  <b>Score:</b> N/A  <b>Answer:</b> N/A</p>
<p>10   Are employees personal items stored in lockers or another designated area, away from the production and storage areas, so they are not a source of contamination? Are employee lunches stored in a suitable area? Are locker inspections occurring on a regular basis, to confirm that no food or drink is being stored in employees' lockers?</p>	
<p><b>Auditor Comments:</b> Fully complaint</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>11   Are employees wearing outer garments suitable for the operation? Are outer garments removed each time the employee uses the restroom, has lunch or breaks and when going home at the end of the day? Is there a designated area for employees to hang their outer garments, when not in use?</p>	
<p><b>Auditor Comments:</b> Fully compliant</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>12   Are employees with obvious sores, infected wounds or infectious illnesses prohibited from having direct contact with exposed food products or food contact packaging? Is this a written policy?</p>	
<p><b>Auditor Comments:</b> The blue plasters were used at the facility. Issuing of these were recorded on the plaster register H003.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>13   Are primary (food contact) packaging suppliers required to have documented monitoring programs in place that check compliance to specifications, legal requirements and lot coding? Is there a requirement for a third-party audit? Do primary packaging suppliers perform a trace forward and trace back exercise at least twice per year? Primary packaging suppliers can either be overseen by the Grower or the Packinghouse, depending on which is most appropriate for the operation. If product is field-packed, it makes more sense for the grower or ranch to have the oversight.</p>	
<p><b>Auditor Comments:</b> The company had an effective supplier approval and monitoring system documented in the Supplier quality procedure SCL-FSMS-GEN-2.5 to manage any potential risks from packaging and risks from raw materials. The procedure outlined criteria for supplier approval, assessment of suppliers and the type and extent of control required/exercised. Approved suppliers were added to the approved suppliers list Q006. The approved suppliers list identified the product, company name, contact person, telephone, product approved, certified, certificate expiry, and approved status. Supplier questionnaires were sent to the suppliers. 3 Yearly questionnaires will be completed and in the meanwhile suppliers will keep client inform if any changes take place. New suppliers were selected on the basis of meeting the criteria specified on the approved suppliers list. The site purchased from a broker and managed to obtain information from the manufacturer through the broker. Exceptions were handled under the exemption clause in the procedure and met the requirements of the standard.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>14   Does the operation have a written pest control program to cover the entire facility, including both inside and outside areas?</p>	
<p><b>Auditor Comments:</b> KPS was contracted by Schoonbee to assist with on-site pest control. A service agreement was in place and was signed by representatives from both the service provider and Schoonbee in June 2014. Four weekly inspections and treatments for rats and mice, and pest control audit annually was conducted by the contractor. PCO registration was included in the file and the auditor sampled R Mmahloti P37092 exp. 2018-06-30.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>15   Are packaging, product and inside the facility free of infestation of insects, rodents, birds, reptiles and mammals and evidence of them? (this includes decomposed pests, including in pest control devices) Are records kept?</p>	
<p><b>Auditor Comments:</b> Fully complaint</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>16   Is all packaging stored and maintained in a clean and sanitary manner, including off the floor?</p>	

<b>Auditor Comments:</b> Fully compliant	<b>Possible Points:</b>	10
	<b>Score:</b>	10
	<b>Answer:</b>	Full

17 | Are finished product sell units marked with a use-by, sell-by packed-on or other type of code that can be used for traceability / recall purposes?

<b>Auditor Comments:</b>	<b>Possible Points:</b>	N/A
	<b>Score:</b>	N/A
	<b>Answer:</b>	N/A

18 | Do facilities adequately perform product trace back/trace forward (mock recall) exercises at a minimum of twice a year, within a two-hour time frame? Operations with less than six consecutive months of operation must have at least one trace back/trace forward (mock recall) per season. Are records kept?

<b>Auditor Comments:</b> Management of incidents, product withdrawal and recall were covered in the Emergency procedure SCL-FSMS- PRP-3.13 and Recall and Withdrawal procedure SCL-FSMS-GEN-2.11 covered the requirements of this standard. There were contacts for the emergency management team and the procedure to be followed in the event that a product needed to be recalled. The procedure outlined that the certification body will be notified within 3 working days in the event of a recall. The company conducted trace ability tests once every 12 months for grapes and citrus respectively.	<b>Possible Points:</b>	10
	<b>Score:</b>	10
	<b>Answer:</b>	Full

19 | Does a trace back/trace forward exercise conducted during the third-party food safety audit account for all product within a two-hour time frame? This should be in addition to the minimum of two trace back/trace forward (mock recall) exercises done by the operation.

<b>Auditor Comments:</b> The traceability exercise conducted at the time of the audit pack date 2018/01/20, pallet identification number 160099003124329120, Traceability conducted by: I.J.V.Nieuwenhuizen. Country of production(ZA), Farm of production (D0147), packing facility used (D1813), Crop Harvest date: 6/01/2018, Packing date(06/01/2018). Packhouse traceability: Consignment note IOB7706015, Customer PO document(CB 7708023939 TG.Recall date 4/04/2017, time started 11H45 and conducted by team leaders Ina & Fried. Product information Crimson grapes intended for consumption. Contacts for recalling stated as Marko(mt@thegrapecc.co.za). Reason for recall stated as BRC inspection. Health hazard assessment stated as none. Volume of recalled product as follows: Total Quantity: 4680, dates produced:6/01/2018, Quantity distributed: 4680 and Dates distributed: 06/01/2018. Distribution info: Customer product sold to: Wholesale, geographical area of distribution: UK, Consignee: The Grape Co., Consignment no: IOB7706015. Recall strategy: Method of notification indicated as email, Customer instructed that it is a Mock recall. No Public Notifications were necessary, No Corrective actions were necessary. Recall completed by I.J.V.Nieuwenhuizen, on the 4/04/2018 at 13H30.	<b>Possible Points:</b>	10
	<b>Score:</b>	10
	<b>Answer:</b>	Full

20 | If reusable containers are used in the operation, are they made of food grade materials and does the operation have a written specification?

<b>Auditor Comments:</b>	<b>Possible Points:</b>	N/A
	<b>Score:</b>	N/A
	<b>Answer:</b>	N/A

21 | If reusable containers are used in the operation, are they on a written cleaning program? Are records kept?

<b>Auditor Comments:</b>	<b>Possible Points:</b>	N/A
	<b>Score:</b>	N/A
	<b>Answer:</b>	N/A

22 | For commodities where using wood bins is the industry standard, are written cleaning and repair programs in place? If possible, efforts must be made to reduce the use of wood bins.

<b>Auditor Comments:</b>	<b>Possible Points:</b>	N/A
	<b>Score:</b>	N/A
	<b>Answer:</b>	N/A

23 | Is product free from contamination / adulteration?

<b>Auditor Comments:</b> Fully compliant	<b>Possible Points:</b>	10
	<b>Score:</b>	10
	<b>Answer:</b>	Full

24 | Is product free from mishandling by workers, such as, but not limited to, using cloths or towels to remove dirt and/or debris from product?

<p><b>Auditor Comments:</b> Fully compliant</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>25   Is a foreign material control program written and implemented? For processing facilities only, is the site using metal detection or X-Ray? Is the system tested at least once every two hours, to insure proper operation? Is there a rejection device to divert objectionable product? Are records kept?</p>	
<p><b>Auditor Comments:</b> Appropriate facilities and procedures were in place to control the risk of chemical or physical contamination. The control of these were outlined in the Foreign body procedure SCL-FSMS-PRP-3.10, and chemical and physical contamination control procedure SCL-FSMS-PRP-3.9. The site conducted a metal detection assessment SCL-FSMS-RISK-8.2 which outlined that the site did not require a metal detector. No staples used on site.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>26   If allergens are present or stored on site, is there an effective and written allergen control program in place? Are records kept?</p>	
<p><b>Auditor Comments:</b> The company has undertaken a risk assessment as part of the raw material risk assessment. All possible allergens including cereals, crustaceans, fish, eggs, soy beans etc. was considered. The site only identified 1 allergen SO2 as an allergen present on site. This was only in place at the grape pack house and did not come into contact with the citrus as that was packed in a separate pack house at a different time of year. SO2 sheets were placed between the grapes to prevent decay, controls condensation and extends shelf life. Warning was printed on the packaging. No claims were made. All staff have received allergen awareness training.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>27   Is an SSOP (Standard Sanitation Operating Procedures) program documented and established? Does it list all areas and equipment to be cleaned (including processing and non-processing areas and equipment) and frequency of cleaning? Are there records available showing that tasks were completed and by whom?</p>	
<p><b>Auditor Comments:</b> The premises were clean and hygienic. The company has a cleaning schedule that covered, the areas to be cleaned, the method of cleaning, the chemicals used for cleaning and their concentrations, the time of cleaning and the responsibility of cleaning as well as the frequency of cleaning. The cleaning supervisor verifies that cleaning has been done effectively. A checklist is used to gather information regarding the condition of the area cleaned after every cleaning. The cleaning checklist contained the completed by and verified by signatures and the checks were done in black by the cleaner and red ink by the supervisor to verify if the cleaning was done satisfactorily. Swabs were conducted annually by the site to verify cleaning.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>28   Are all surfaces that produce comes in contact with accessible and cleanable?</p>	
<p><b>Auditor Comments:</b> Fully compliant</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>29   Is there a written and implemented program in place to verify sanitation effectiveness for food contact and nonfood contact surfaces (Examples are ATP and TPC)</p>	
<p><b>Auditor Comments:</b> The site conducted testing of the product, which included quality checks, organoleptic testing, and shelf life. The testing schedule Q013 was sampled by the auditor. Chemical and microbial testing was sent to outsourced ISO 17025 accredited laboratories. Trending of results was in place. Shelf life testing was conducted on all products and retention samples were kept at ambient and chilled temperature to check products performance throughout its shelf life.</p>	<p><b>Possible Points:</b> 10  <b>Score:</b> 10  <b>Answer:</b> Full</p>
<p>30   For production and storage facilities that have a wash step or involve high humidity storage, are there records of routine microbiological testing of the environment and/or equipment? Frequency and location of testing must be based on the operation's risk assessment.</p>	
<p><b>Auditor Comments:</b></p>	<p><b>Possible Points:</b> N/A  <b>Score:</b> N/A  <b>Answer:</b> N/A</p>
<p>31   U.S. and Canada only - If supplying a ready-to-eat produce item to Costco, is finished product testing being conducted for each lot of product to be sent to Costco? Is this a written policy? Are records kept?</p>	
<p><b>Auditor Comments:</b></p>	<p><b>Possible Points:</b> N/A  <b>Score:</b> N/A  <b>Answer:</b> N/A</p>

Points system for individual questions

Question Point	Full	Minor	Major	Non-Compliance
10	10	7	3	0