



South Carolina
DEPARTMENT OF AGRICULTURE
 MILK SAFETY & COMPLIANCE DEPARTMENT
 350 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

MANUFACTURING PLANT INSPECTION REPORT

SINGLE-SERVICE CONTAINERS AND/OR CLOSURES FOR MILK AND/OR MILK PRODUCTS

Note: This Form has been developed for use with Appendix J of the Grade "A" Pasteurized Milk Ordinance.

Plant Location Name & Address _____ Permit # _____

1. FLOORS a. Smooth; impervious; in good repair b. Joints between walls and floors tight; impervious c. Floor drains properly trapped; sloped to drain	c. Machines and appurtenances clean 10. LOCKERS AND LUNCHROOMS	b. Makeshift devices not used; fasteners, guides, hangers, supports and baffles properly constructed; good repair c. Take-off tables and other container contact surfaces properly constructed; clean; in good repair
2. WALLS AND CEILINGS a. In fabrication areas—smooth; cleanable; light-colored b. In fabrication and storage areas—good repair c. Openings in walls and ceilings effectively sealed	a. Separate from plant operation; self-closing doors b. Eating/storage of food prohibited in fabrication and storage areas c. Locker and lunchrooms clean d. Cleanable trash containers provided; properly labeled; covered e. Handwashing facilities convenient f. Employee handwashing signs posted	d. Grinders, shredders and similar equipment properly installed; protected from contamination e. Resin storage silos, other containers, constructed to protect resin from contamination; air vents filtered; air tubes good repair and properly protected
3. DOORS AND WINDOWS a. All outside openings protected against entrance of insects, rodents, dust, and airborne contamination b. Outer doors tight, self-closing	11. DISPOSAL OF WASTES a. Stored in covered, impervious, leak-proof containers; does not apply to production scrap b. Waste containers properly identified c. Storage of garbage/rubbish meets requirements	16. MATERIALS FOR CONSTRUCTION OF CONTAINERS AND/OR CLOSURES a. Materials from approved source b. Food-grade lubricants used on contact surfaces; stored to prevent cross contamination; storage clean and ventilated c. Containers or materials on floor not used
4. LIGHTING AND VENTILATION a. Adequate light in all rooms b. Ventilation sufficient c. Pressure ventilation systems properly filtered	12. PERSONNEL – PRACTICES a. Hands washed as required b. Clean outer garments; hair restraints c. No person affected by disease in a communicable form; while a carrier of such disease; or with inadequately protected wounds or lesions shall work in the fabrication areas d. Tobacco use in authorized areas only e. Unsecured jewelry not permitted in fabrication areas	17. WAXES, ADHESIVES, SEALANTS, COATINGS, AND INKS a. Handled and stored to prevent cross contamination with non-food-grade materials; storage areas clean and ventilated b. Unused materials covered, labeled and properly stored c. Nontoxic; imparts no flavor or odor; non-contaminating; complies with 21 CFR Parts 174-178 d. Transfer containers clean; covered, properly identified e. Waxing, when used, performed as required; wax kept at proper temperature
5. SEPARATE ROOMS a. Fabrication areas separate from non-fabrication areas when required b. Regrinding plastic and paper trim shredding, packaging and baling conducted in separate room(s) from fabrication areas or as Appendix J permits	13. PROTECTION FROM CONTAMINATION a. Product contact surfaces protected; all materials in process properly protected b. Air under pressure directed at materials or product contact surfaces in compliance c. Air directed at materials or product contact surfaces by fans or blowers in compliance d. Pesticides approved; EPA registered e. Pesticides used in accordance with directions; precludes contamination of containers/closures f. Single-service articles in process protected from contamination g. Equipment cleaned after use of non-food-grade materials h. Cross contamination with non-food-grade material prevented i. No overcrowding of equipment and operations j. Toxic chemicals separated from raw materials and finished products k. Food containers manufactured by facility not used for storage of miscellaneous items or chemicals	18. HANDLING OF CONTAINERS, CLOSURES AND EQUIPMENT a. Handling of container and closure surfaces minimized b. Hands sanitized frequently or clean, single-use gloves worn; sanitizing dispensers convenient
6. TOILET FACILITIES-SEWAGE DISPOSAL a. Disposal of sewage; other waste; in public sewage system or in compliance with Local and State Regulations b. All plumbing complies with Local and State plumbing Regulations c. Solid, tight-fitting, self-closing doors d. Toilet rooms and fixtures clean; in good repair e. Adequate light and ventilation; ducts vented to the outside f. Proper handwashing facilities g. Open windows effectively screened h. Employee handwashing signs posted i. Eating/food storage prohibited	14. STORAGE OF MATERIALS AND FINISHED PRODUCT a. Away from any wall; soiled outer turns or edges discarded b. Stored in clean, dry place, protected from splash, insects, and dust c. Containers and closures stored in original cartons and sealed until used; partially used cartons resealed during storage d. Containers for storage of resin, raw and reuse materials are covered, clean, impervious and properly identified e. In-process storage bins that touch the product contact surface constructed of cleanable, nonabsorbent material; clean	19. WRAPPING AND SHIPPING a. Single-service articles properly containerized prior to shipping b. Packaged contents protected from contamination c. Transportation vehicles clean; in good repair; not used for unapproved uses d. Paperboard containers, wrappers and dividers not reused e. Packaging materials in compliance
7. WATER SUPPLY a. Safe; complies with bacteriological and construction requirements b. No direct or indirect connection between safe and unsafe water c. Sampled and examined as required d. Recirculated cooling water used in water baths complies with bacteriological standards, tested semi-annually e. Testing records maintained as required	15. FABRICATING EQUIPMENT a. Contact surfaces clean; milk plant equipment utilized for preforming containers clean and sanitized prior to operation	20. IDENTIFICATION AND RECORDS a. Plant identification on outer wrapping as required b. Glass containers properly labeled c. Required bacteriological tests on file; maintained as required; and in compliance d. Required bacteriological and chemical test records for all component parts used in final assembled product on file e. Information on file from suppliers of raw materials, waxes, adhesives, sealants, coatings and inks indicating compliance f. Information on file from suppliers of packaging materials indicating compliance
8. HANDWASHING FACILITIES a. Hot and cold and/or warm running water, soap, individual towels or air dryers convenient to fabrication areas; covered trash containers when required; hand sanitizers used as Appendix J permits b. Handwashing facilities clean		21. SURROUNDINGS a. Surroundings neat and clean and free of breeding areas, conditions attracting or harboring flies, insects or rodents b. Driveways graded; no standing water
9. PLANT CLEANLINESS a. Floors, walls, ceilings, overhead beams, fixtures, pipes and ducts clean in rooms as required b. Plant free of evidence of insects, rodents and birds		

Remarks (continue on back if needed) _____

Date _____ Sanitarian _____

SAMPLE