

Internal Audit Training

1. The purpose of in-plant audits is to do a self inspection to avoid major physical or program non-conformities. In-plant auditors shall follow audit schedule. They shall also be aware of general requirements to walls, floors and ceilings.
2. The auditor shall inspect personnel for GMP's. The auditor shall interview personnel to verify training effectiveness.
3. The auditor shall inspect equipment for bad welds, poor design, small loose objects and general condition.
4. The auditor shall inspect the areas for any foreign material concerns, including glass and plastic, environmental issues, safety concerns, pest control issues, etc.
5. The auditor shall inspect the plant for general facility conditions. Any issues that have or could have a food safety impact shall be addressed. The auditor shall be competent on the severity of the issue and ensure corrective actions are performed accordingly.
6. The auditor shall inspect the premises for any dust, rodent, food defense and general cleanliness issues.
7. The auditor shall ensure that no outstanding non-conformities continue after an established timeline.
8. If deemed necessary, the auditor shall file an incident report and arrange an acceptable timeline.
9. Internal audits shall be performed once per month
10. Any corrective action shall be documented and initialed.

(Overall focus is on Food Safety Quality and Regulatory Compliance)