

Food Allergen Control Checklist

Facility Name / Location

Date of Inspection

Inspector's Name

INSTRUCTIONS:

This checklist is designed to evaluate compliance with Food Allergen Control procedures in your facility. Carefully review each item and mark the corresponding checkbox to indicate compliance or note any observations and areas that require attention. Use the "Notes/Observations" section to provide additional details, necessary improvements, and any required follow-up.

ALLERGEN IDENTIFICATION

Allergen List: Verify that a comprehensive list of allergens is maintained.

Yes No NA

Ingredient Labels: Check that allergenic ingredients are properly labeled on raw materials and finished products.

Yes No NA

Allergen Awareness: Ensure that all staff members are aware of the allergens present in each product.

Yes No NA

Observations / Notes /
Corrective actions, if any:

ALLERGEN SEPARATION AND SEGREGATION

Allergen-Free Areas: Verify that designated allergen-free areas are established and maintained.

Yes No NA

Allergen Containment: Check if measures are in place to prevent cross-contact during production and storage.

Yes No NA

Allergen Storage: Ensure that allergenic ingredients are stored separately and appropriately labeled.

Yes No NA

Observations / Notes /
Corrective actions, if any:

ALLERGEN CLEANING

Allergen Cleaning Procedures: Verify that specific cleaning procedures for allergen removal are in place.

Yes No NA

Cleaning Verification: Check if allergen cleaning is verified to ensure effectiveness.

Yes No NA

Allergen Changeover: Ensure that changeover procedures are followed when switching production lines to avoid cross-contact.

Yes No NA

Observations / Notes /
Corrective actions, if any:

PRODUCTION AND PACKAGING CONTROLS

Allergen-Free Runs: Verify that separate runs are conducted for allergen-free products. Yes No NA

Equipment Cleaning: Check if equipment is adequately cleaned between allergen and non-allergen production. Yes No NA

Packaging Controls: Ensure that allergen-free packaging materials are used for allergen-free products. Yes No NA

Observations / Notes /
Corrective actions, if any:

ALLERGEN LABELING

Precautionary Labeling: Verify that precautionary labeling (e.g., "May Contain," "Processed in a facility that also handles...") is used when necessary. Yes No NA

Accuracy of Labels: Check that allergen labels are accurate and comply with regulations. Yes No NA

Label Verification: Ensure that label information is verified for each product batch. Yes No NA

Observations / Notes /
Corrective actions, if any:

TRAINING AND AWARENESS

Allergen Training: Check that all personnel involved in food handling receive allergen awareness training. Yes No NA

Emergency Procedures: Ensure that staff are aware of emergency procedures in case of allergen contamination. Yes No NA

Records of Training: Verify that training records are maintained and up to date. Yes No NA

Observations / Notes /
Corrective actions, if any:

SUPPLIER MANAGEMENT

Supplier Allergen Information: Check that allergen information is obtained from suppliers and kept on record. Yes No NA

Supplier Verification: Ensure that suppliers meet allergen control requirements. Yes No NA

Supplier Communication: Verify that allergen information is communicated to relevant personnel. Yes No NA

Observations / Notes /
Corrective actions, if any:

VALIDATION AND VERIFICATION

Validation of Allergen Controls: Check if allergen control procedures are periodically validated.

Yes No NA

Verification Procedures: Ensure that verification activities are conducted to ensure allergen control effectiveness.

Yes No NA

Record Keeping: Verify that validation and verification records are maintained.

Yes No NA

Observations / Notes /
Corrective actions, if any:

ADDITIONAL NOTES / OBSERVATIONS

[Insert any additional notes or Food Allergen Control checklist observations made during the inspection]

STATEMENT OF INSPECTION

I hereby certify that I have conducted the above Food Allergen Control checklist and that the facility has been assessed for compliance with Food Allergen Control procedures. Any identified issues have been documented, and necessary improvements have been recommended.

Inspector's Name :

Signature :

Date :

APPROVED BY

Name :

Signature :

Date :