



Morrisons Supplier Standards
NSF International,
Hanborough Business Park,
Long Hanborough,
Oxon,
OX29 8SJ

Georgios Margaritis
Alara Wholefoods Ltd
108-112 Camley Street
London
N1C 4PF

10th of August 2018

Dear Georgios

Thank you for the courtesy extended to Lee Roberts and myself during my audit of Alara Wholefoods Ltd on the 7th of August 2018.

The audit has been rated as **Amber+** in accordance with the classification system defined in the Morrison Food Manufacturing Standard (TP02).

Please provide your formal response to the non-conformities by completing the corrective action section on the attached report.

It is important that your response makes clear:

- a) The action to be taken to address the immediate issue associated with the non-conformity (**'correction'**).
- b) The action to eliminate the underlying **'root cause'** of the non-conformity to prevent re-occurrence (**'preventive action'**).

Documentary and/or photographic evidence of the corrections/corrective action must be provided in relation to all major non-conformities and as specifically requested by the report.

In order to close the audit, I will need to evaluate your corrective action proposals and confirm their adequacy. I need your response to be completed no later than the **24th of August 2018**. The 'Certificate of Authorisation to Supply Morrisons Own Brand Products' will be issued upon satisfactory closure of all the non-conformities identified in the report.

Please send your response by email to morrisonssupplierstandards@nsf.org or by post to the address above.

Failure to respond by the specified deadline will result in the Certificate of Authorisation to Supply Morrisons Own Brand Products not being issued and the site may be put under Technical Review.

Given the amber audit rating received during this audit it is advised that representatives from the site attend the free of charge Morrisons Supplier Academy Course on the Food Manufacturing Standard. Further information on this can be found at: <https://bookwhen.com/morrisonssupplieracademy>

Please do not hesitate to contact me if you have any queries.

Yours sincerely,

Janet Marnewick - Morrisons Supplier Standards Team

morrisonssupplierstandards@nsf.org

01993 885627

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Reference	Version number	Authorised by	Date
AD01	8	Paul Montgomery	April 2017

Non-Conformity and Preventive Action Report

Site Rating: Amber+ – Improvement needed	Audit type: Routine Audit	Scope of Audit: The blending & packing into printed film bags of breakfast cereals (including muesli, nuts, peanuts, dried fruit & seeds) and gluten free oats and the mixing & roasting of granola as a raw material for inclusion in breakfast cereals. Exclusions “H&B” bagging line.	Date of Audit: 7 th August 2018 Duration of Audit (hours): 9 Time spent in Production Facilities (hours): 4.75
No of Actions Identified: 0 Critical, 2 Majors, 12 minors and 1 recommendation	Supplier name and address: Alara Wholefoods Ltd 108-112 Camley Street London N1C 4PF		Mcreate Supplier and Site Code: Supplier Code - 10941 Site Code - 0001
Attendees: Georgios Margaritis – Technical Manager David Effa – Production Manager Regina Diko – QC Technician	Auditor: Janet Marnewick - Morrisons Supplier Standards Team Lee Roberts - Morrisons Supplier Standards Team (Witness)		Response required by: 24/08/18
Certifications Held: BRC Food Issue 7 – audit carried out July 2018 - Kiwa - Grade AA - 4 minor NCs. To submit corrective actions before receiving certificate. Previous certificate expiry 02/09/18. Now also Includes BRC Voluntary Module 12 - AOECs Gluten Free Foods. Also hold current certification for Organic, Fair Trade and ISO14001.	Site Detail: Alara Wholefoods Ltd is a privately-owned company that has been located at this London site since 1985. Expansion to 2 separate units on this same small industrial yard was completed in 2004. The units are ± 40 years old and manufacturing & storage areas total 1400m ² . The company specialises in Organic, Fair Trade and Gluten Free products under their own brand “Alara Rich” and for retail and wholesaler customer own brands. There are 5		SKU Details: 2 SKUs supplied to Morrisons: Gluten Free Oats (500g) Gluten Free Oats (1kg)

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	<p>production lines blending, roasting and packing breakfast cereal products into packs ranging from 20g to 25kg sacks. The company employs 25 permanent staff, working Mon – Fri on a single shift (07h00 – 15h00). No agency staff are used. The site was not running Morrisons products on the audit day, but a similar product for another retailer was running. Gluten free production is on shared lines with Morrisons products produced on Mondays following a deep clean every Friday. A very small management team runs the site. There was a change in Technical Manager 8 months ago and the new Technical Manager is not yet familiar with Morrisons technical requirements. Three new products are planned for launch in August 2018 including Rice Flakes (bagged), Muesli and Granola (boxed). During production of Morrisons products, all on-line quality, weight and metal detection checks are carried out by QA and not production operatives.</p>	<p><u>Trace Exercise Details:</u> Gluten Free Oats (500g) Batch Code: 11062019 Best Before: 11/06/2019 Quantity: 216 cases (all traced)</p> <p>Processes - blending and packing.</p>
<p><u>Previous Two Morrisons Audit Dates and Grades**:</u> 08/09/16 - Maintenance audit - Green Graded 12/04/16 - Maintenance audit - Amber Graded.</p>		

<p><u>CCPs:</u> CCP1: Goods Receipt Inspection (visual assessment and certificates of analysis). No defects or out of specification test results. CCP2: Machinery Cleaning (gluten clean) – swabbing after each clean. No failures. CCP3: Metal Detection – tested start, end and hourly using test pieces Fe 2mm, NFE 2mm and SS 2.5mm. A 20mm test piece is used at start up.</p>	<p><u>Allergens:</u> Gluten, Milk, Peanuts, Nuts, Sesame, Soya and Sulphites.</p> <p>Morrisons products are gluten free and are alibi labelled for all other allergens handled on site.</p>	<p><u>Species Handled:</u> None</p>
<p><u>Positive Audit Findings</u> Foreign body control is good. No tape engineering was evident, and no loose items were noted in open product areas. The traceability exercise was carried out within the 4-hour time limit and all product was accounted for.</p>		

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Improvements Required

Close out of the 2 major non-conformances raised is a priority. This will require additional resources for cleaning tasks.

Pest Control – the transparent ceiling panels throughout unit 2 require emptying of debris and cleaning so that visual monitoring of the panels for potential pest activity can be carried out. This should include Involvement with your pest contractor provider.

It is essential that key management understand the contents and requirements of all relevant Morrisons technical policies.

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	Issues	Critical / Major / Minor	Correction	Preventive action (to prevent recurrence of non-conformity by addressing its root cause)	When	Who	Action approved by auditor (name and date)
1	<p>4.11 Hygiene & Housekeeping</p> <p>The general standard of hygiene was not compliant with the standard in the following areas:</p> <p>a) The mixer on the “Ton Mix” line was last used yesterday (06/08/18) for mixing a blended fruit & nut product. The mixer has not yet been cleaned and still contains a lot of fruit & nut debris. Cleaning is only planned for Friday (10/08/18) during the weekly deep clean. The mixer is not a sealed unit, there is an open loading area.</p> <p>b) There was no evidence of a cleaning instruction card for the “Ton Mix” mixer.</p> <p>c) Clean scoops/tubs stored in the wash room were not clean with food debris remaining under the rims of some bowls and rework tubs and in the handles of scoops.</p> <p>d) In the baking area, post-cleaning, baking trays and ovens still contained food debris.</p>	Major	<p>a) The Ton Mix line mixer was thoroughly cleaned immediately.</p> <p>b) The cleaning instruction card has been made available for the Ton Mixer.</p> <p>c) The scoops and tubs are cleaned properly without any food debris.</p> <p>d) The baking trays and oven are cleaned thoroughly.</p>	<p>Root cause:</p> <p>This is a human error. This was caused by the lack of adequate staff training and monitoring staff performances on the line.</p> <p>Although there are a number of audit regimes in place to keep control on the high-level hygiene and housekeeping on site, the root cause analysis reveals that the lack of effective monitoring, lack of attention to detail on cleaning key machinery parts e.g Ton mixer, lead to these issues.</p> <p>Staff responsible are the production operatives and the QA Technicians. The QA Technicians should have much better control over the site hygiene and housekeeping.</p> <p>Preventative action plan:</p> <p>a) Production Manager interviewed the staff to investigate the issue. Production line leader, the staff who handled the mixer in the previous run were re-trained on ‘Clean As You Go’</p>	15.08.18	Technical Manager	Susan Fulcher 04/09/18

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				<p>policy.</p> <p>The QA who supposed to sign-off the cleaning was also briefed to raise the issue to the Managers immediately if the cleaning is not performed satisfactorily. The QA was re-trained on the 'Product changeover and end of production cleaning procedure'.</p> <p>b) The cleaning instruction card for the Ton mixer has been created.</p> <p>c) The Daily Audit sheet has been amended to have equipment hygiene so that QA Technicians can verify on a daily basis.</p> <p>d) The Daily Audit sheet has been amended to have equipment hygiene so that QA Technicians can verify on a daily basis.</p>			
1 cont	<p>e) High level areas contain hanging dust and webbing, including the area close to Line 8 hopper platform.</p> <p>f) The cleaning of floor/wall joints and detailed cleaning under racking and on/under equipment requires more focus as there is a general accumulation of dust, spillages and debris evident in production and storage areas.</p>	Major Cont.	<p>e) All the dust, associated webbing, area close to Line 8 hopper platform are all cleaned.</p> <p>f) The wall, coving, under the racking and other equipment surface dust, spillages and debris are cleaned.</p>	<p>e) The cleaning schedule has been reviewed to have more frequent cleaning on these points. (Please refer the amended schedule). The QA team has been briefed to be vigilant on post cleaning inspection.</p> <p>f) The cleaning schedule has been reviewed to have more frequent cleaning on these points. (Please refer the amended schedule). The QA team has been briefed to be</p>	10.08.18	Technical Manager	Susan Fulcher 04/09/18

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	Please refer to auditor note.			vigilant on post cleaning inspection.			
2	<p>5.3 Management of Allergens</p> <p>The requirements of “TP01 – Policy for the Control of Allergens in Morrisons Food and Drink” were not adequately controlled to avoid the risk of allergen cross-contamination in the following:</p> <p>a) There is inadequate physical segregation between lines producing with allergens. Strip curtains are left open & access to the baking area is via an area that uses allergens, including peanuts.</p> <p>b) Staff do not wear visually different PPE to differentiate between lines running different allergens and/or lines running non-allergens.</p> <p>c) Management and staff awareness of which allergens are contained in each product is limited.</p> <p>d) There was a spillage of sesame seeds on a pallet in the warehouse.</p>	Major	<p>a) Strip curtains were replaced immediately.</p> <p>b) White hair nets were bought to visually differentiate staff working with gluten containing products and Blue hairnets for gluten free products.</p> <p>c) Staff were re-trained on Allergen Control procedures.</p> <p>d) The spillage was cleaned immediately.</p>	<p>Root cause:</p> <p>This is a human and operational error.</p> <p>Staff responsible are the production operatives and the QA Technicians. Both the staff involved were trained on Allergen Handling Procedure. However, during the audit the curtains left open. The QA Technicians should have picked that and informed the production operatives to keep the curtains intact all the time.</p> <p>Preventative action plan:</p> <p>The daily audit sheet for Unit 1 has amended.</p> <p>a) The QA Technicians and production operatives were re-trained on GMP procedure and the Allergen control procedures, insisted the importance of keeping entrance strip curtain closed all the time.</p> <p>b) We have now implemented a</p>	21.08.18	Technical Manager	Susan Fulcher 04/09/18

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	Issues	Critical / Major / Minor	Correction	Preventive action (to prevent recurrence of non-conformity by addressing its root cause)	When	Who	Action approved by auditor (name and date)
				<p>system of using different colour hairnets, white for gluten containing products and blue gluten free products. The PPE procedure has been amended and staff training has been completed for using different colour PPE .(Please refer the amended procedure and staff training records).</p> <p>c) Key staff including management are re-trained on allergen control procedure. This procedure has been included in annual refresher training program for all staff.</p> <p>d) The warehouse Manager and Supervisors are briefed on this incident. QA team has been briefed to be vigilant on Allergen control/ spillages all the time. The staff who actually involved in this incident was re-trained and the Warehouse Manager insisted him the importance of cleaning allergen spillages safely.</p>			

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2 cont	<p>5.3 Management of Allergens continued</p> <p>e) There is shared, reusable allergen spill equipment in the warehouse used for all allergens. The brush & scoop were not clean from previous use.</p> <p>f) There is insufficient allergen equipment signage in open product areas.</p>	Major cont	<p>e) The brush & scoop were immediately cleaned.</p> <p>f) More number of signage were placed in the open product area.</p>	<p>e) This cleaning kit was included in the daily warehouse audit list to ensure it is checked. The QA team have been briefed on this issue and to monitor it as part of the daily audit.</p> <p>The warehouse operatives are briefed on this incident and the hygiene team have been asked to clean the kit after every usage. This particular point was re-emphasized during the re-training on allergen control procedure.</p> <p>f) This specific point has been included into the annual HACCP review. So, when the CCPs are reviewed, the allergen signage requirement will be considered part of CCP2 (Allergen clean down) review.</p>	21.08.18	Technical Manager	Susan Fulcher 04/09/18
3	<p>1.1 Senior Management Commitment</p> <p>Finished packs of Gluten Free Oats are not coded with line number as required by "TP05 – Technical Policy for Morrisons Branded Products making 'Free From' Claims".</p> <p>Please refer to auditor note.</p>	Minor	a) Agreed to print line number on the film.	<p>Root cause: This is a human error. This was caused by the lack of technical understanding on the requirement of Morrisons Free from products.</p> <p>Preventative action plan: The issue was discussed with the production manager and this will be implemented from the next</p>	28.08.18	Production Manager	Susan Fulcher 04/09/18

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				production run. The MMS course has been scheduled for the Technical Manager to get a greater understanding on the technical requirements.			
4	3.7 Corrective and Preventative Actions A pallet containing obsolete plastic jars and lids was informally labelled as obsolete stock but had not been formally quarantined.	Minor	The plastic jars and lids were immediately placed in the quarantined area.	Root cause: This is a human error. The warehouse staff should have placed them in the dedicated quarantine area as per the procedure. The QA team should have picked this up and rectified. Preventative action plan: Staff in the warehouse and QA team are re-trained on the quarantine procedure.	20.08.18	Technical Manager	Susan Fulcher 04/09/18
5	3.10 Complaint Handling Complaint data specific to Morrisons products is not analysed for trends at least monthly.	Minor	The trend analysis on Morrisons complaints has now been done.	Root cause: This is a human error. This is mainly due to the gap in understanding the Morrisons' Complaint handling requirement. However, there is a monthly trend analysis in place for overall complaints received. Preventative action plan: The Technical Manager has been booked for Morrisons MMS, End to end course to get a detailed	9.08.18	Technical Manager	Susan Fulcher 04/09/18

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				understanding on the requirements and to fill up any potential gap in the system.			
6	<p>4.1 External Standards</p> <p>There is an accumulation of leaves and debris on the side of the old sales office and containers of accumulated debris & water in front of the old sales office.</p>	Minor	The leaves accumulation has been removed. The water stagnation was removed and fixed.	<p>Root cause:</p> <p>This is a human error.</p> <p>There is a shortage of periodic cleaning on the yard although there is a weekly yard cleaning in place. The leaves removal was hindered by the rain too.</p> <p>Preventative action plan:</p> <p>There is a plan of recruiting one more permanent hygiene staff on site so as to improve the general hygiene activity including the yard hygiene.</p>	10.08.18	Technical Manager	Susan Fulcher 04/09/18
7	<p>4.2 Security</p> <p>Security systems for entry into unit 1 are not adequate. A pedestrian gate that leads directly onto a public road is located ± 3m from the warehouse roller door. This door is in frequent use and operates on a timer for closing, with the potential for easy access into the warehouse before the door closes. The internal entrance is a waist high door with the opening button located adjacent the door.</p>	Minor	This was discussed immediately with the site senior management team and it was decided to install the door bell at the gate and to close it. The warehouse team to keep a close inspection on the gate operation until the bell is fixed.	<p>Root cause:</p> <p>This is a designing method error.</p> <p>There was no any history of site-security breach since the inception of this site. The pedestrian gate was installed has been secured and no any issues identified so far. However, considering the door's proximity to the warehouse shutter door, it requires added security.</p> <p>Preventative action plan:</p> <p>There will be an electronic door bell installed at the gate so as to regulate staff entry. The door remains closed all the time and only authorised</p>	31.08.18	Logistics Manager	Susan Fulcher 04/09/18

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				people will get access to the factory.			
8	<p>4.7 Maintenance</p> <p>a) Planned maintenance is carried out mainly by external contractors but there is not a formally documented schedule defining full details of planned maintenance carried out by each contractor and planned maintenance carried out by the site staff.</p> <p>b) The toolbox used in the production area for "Friday Cleaning" is not controlled. There is no recorded inventory and no checks of contents.</p>	Minor	<p>The maintenance record/schedule has full details as required. So there is no correction required.</p> <p>b) The tool box content record for Friday's cleaning was completed. However, it was not available during the audit.</p>	<p>Root cause:</p> <p>This is a human error.</p> <p>a) The maintenance record had full details of the work carried out by internal staff and the external contractors. However, it was misplaced and not available during the audit. It was found later after the audit.</p> <p>b) Similarly, the tool box inventory record was duly completed but not available during the audit.</p> <p>Preventative action plan:</p> <p>Both the record sheets were recovered after the audit. It was not in the usual place.</p> <p>QA Team has been trained on document control and record keeping.</p>	08.08.18	Technical Manager	Susan Fulcher 04/09/18
9	<p>4.9 Chemical and Physical Contamination Controls</p> <p>a) Portable fans are used extensively throughout the factory units. Multiple fans were noted with dusty blades & cover guards.</p> <p>b) Heavy duty cleaning detergent</p>	Minor	<p>a) The dusty blades and cover guards were cleaned.</p> <p>b) The labelling was placed on the container.</p>	<p>Root cause:</p> <p>This is a human error.</p> <p>The cleaning schedule for equipments need to be reviewed.</p> <p>Similarly the hygienist who handled the detergent forgot to place the label</p> <p>Preventative action plan:</p>	08.08.18	Technical Manager	

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	for use within processing areas has been decanted from the original, labelled 5L container into small plastic jars that are not labelled.			The equipment cleaning schedule has been amended to have more frequent cleaning. The the hygiene staff who handled the chemical was re-trained on chemical handling procedure.			
10	<p>4.14 Pest Control</p> <p>Transparent plastic ceiling panels are in place in most factory areas and are situated just below the external roof. Several rodent bait stations have been placed on the panels by the pest control provider. However, the panels contain a lot of dark coloured debris and what appears to be melted wax bait blocks and some panels have lifted creating small access gaps. The debris requires removal, the panels cleaned & sealed to allow visual monitoring for any potential rodent activity in the roof space.</p> <p>This minor non-conformance requires evidence to be submitted with the response.</p> <p>Please refer to auditor note.</p>	Minor	All the transparent panels have been cleaned and all the debris are removed.	<p>Root cause:</p> <p>This is a human error. The transparent panels were not monitored regularly.</p> <p>Preventative action plan:</p> <p>The factory cleaning schedule has been amended to have the transparent panels. The weekly audit sheet has also been amended for continuous monitoring on the panel cleanliness.</p> <p>Please refer the attached evidences.</p>	24.08.18	Technical Manager	Susan Fulcher 04/09/18

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11	<p>5.6 Product Inspection and Laboratory Testing</p> <p>a) Shelf life testing on Morrisons Gluten Free Oats (500g) was last carried out 25/03/16. This is an annual requirement.</p> <p>b) Post-cleaning allergen swabbing is carried out in-house using test kits but the accuracy and sensitivity of the test kit method is not verified annually against a laboratory test.</p>	Minor	<p>a) Particular sample has been sent out to the external laboratory for shelf life analysis.</p> <p>b) Swab testing completed and sent out for laboratory verification.</p>	<p>Root cause:</p> <p>This is a human error.</p> <p>This is mainly due to the gap in understanding the Morrisons' product inspection and testing requirement.</p> <p>Preventative action plan:</p> <p>The Technical Manager has been booked for Morrisons MMS, End to end course to get a detailed understanding on the requirements and to fill up any potential gap in the system.</p>	23.08.18	Technical Manager	Susan Fulcher 04/09/18
12	<p>6.2 Labelling and Pack Control</p> <p>a) The mass balance on printed packaging/labels does not include a final reconciliation of the usage.</p> <p>b) In the unit 2 warehouse, 2 different Morrisons films were stored on the same pallet.</p> <p>c) New film for a Morrisons upcoming product launch of Rice Flakes is stored in the warehouse racking adjacent standard film. This film should be quarantined until required for launch.</p> <p>d) There is no password protection required for access to Line 8 ink coder.</p>	Minor	<p>a) The labelling re-conciliation system has now in place.</p> <p>b) The mixed up films were separated with different pallets.</p> <p>c) This new film has been quarantined and will be released only during the launch.</p> <p>d) Production Manager was briefed on this issue and to investigate a way protecting the ink coder with a password.</p>	<p>Root cause:</p> <p>a) This is a human error.</p> <p>There is a register for label printing, however, the number of labels that are not used/rejected was not captured on the register.</p> <p>b) This is a human error. Different films should have been stored in different pallet. The staff did that without realising the issue.</p> <p>c) This is a human error. The warehouse staff did not realise to keep them quarantined and the QAs did not pick this up during the audit.</p> <p>d) This is a machine issue.</p> <p>This ink coder is not designed to set up and password code.</p>	13.08.18	Technical Manager	Susan Fulcher 04/09/18

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				<p>Preventative action plan:</p> <p>a) The labelling register has created to include the re-conciliation of the usage.</p> <p>b) The warehouse staff those who involved in storing the same pallets were re-trained on warehouse storage procedure.</p> <p>c) The warehouse staff who involved in this were re-trained on quarantine procedure.</p> <p>d) There were only the Production Manager and key supervisors are authorised to access the ink coder. The details such as shelf life, time & Line number are thoroughly checked</p>			
13	<p>7.1 Training</p> <p>a) Training records do not reference the procedure or document that the person is trained against.</p> <p>b) There is no evidence of pest awareness training for staff.</p>	Minor	<p>a) Staff training procedure has been amended to include training records to have the procedure reference.</p> <p>b) All the staff are trained on pest control procedure.</p>	<p>Root cause:</p> <p>This is a human error.</p> <p>Training records should have details about the procedure that the staff are trained for including the reference number and full details of the procedure. This was caused by the lack of attention to details on the adequacy of details requires on the training records.</p> <p>Preventative action plan:</p> <p>a) Staff training procedure was immediately amended to include</p>	22.08.18	Technical Manager	Susan Fulcher 04/09/18

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				<p>training records to have the details of procedure and reference. This will further be emphasised during the 'Internal Audit – staff training section' to have a continuous monitoring.</p> <p>b) All the staff are trained on pest control procedure as part of the staff induction program. Also, the hygiene staff are trained and certified by the external pest control company.</p>			
14	<p>7.2 Personal Hygiene</p> <p>a) External contractor controls require review. A contractor working in the external yard close to the entrance of unit 2, had left a loose Stanley blade and swarf on his workbench and a damaged metal scraper on a ledge at the baking line and there was no evidence of a site induction.</p> <p>b) Personal hygiene controls for the unit 1 warehouse require review. This is part of the factory but there is no requirement for any person to wear basic PPE (hairnet, snoods) and watches and jewellery are permitted. CCP1 Visual Inspection on Intake is carried out in this area.</p>	Minor	<p>a) The contractor induction procedure has been established.</p> <p>b) The PPE procedure has been reviewed.</p>	<p>Root cause:</p> <p>This is a human error.</p> <p>This is mainly due to the gap in understanding and extending the PPE procedures to the warehouse (Unit-1) too.</p> <p>Preventative action plan:</p> <p>The PPE procedure has been reviewed to include warehouse area. All the warehouse staff are trained on the PPE procedure.</p> <p>The daily warehouse audit sheet has been amended to have PPE checks as well.</p> <p>The QA team has been trained on checking the PPE elements in the warehouse.</p>	17.08.18	Technical Manager	Susan Fulcher 04/09/18

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15	<p>3.12 Customer Focus and Communication</p> <p>It is strongly advised that the new Technical Manager and any other key members of staff enrol on Morrisons supplier training courses. The course on the Morrisons Manufacturing Standard is suggested to increase the awareness and understanding of key staff responsible for the production of Morrisons products.</p>	REC	MMS course is to be booked.	MMS Course has been booked for the Technical Manager.	11.10.2018 & 16.11.2018	Technical Manager	Susan Fulcher 04/09/18
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AUDITOR COMMENTS

Non-conformity reference	
1	The "Ton Mix" mixer is not used for Morrisons products. During the audit, the management confirmed that they were aware of the deteriorating hygiene situation and that they were currently in the process of acquiring quotations from external cleaning contractors to support deep cleaning at site. One quotation has been received and was shown to me, but it has not yet been accepted (provisional dates for the quoted clean were last weekend). This is a small site that requires additional cleaning resource to retain their usual hygiene standards.
3	At the last audit it was raised that time and line number were not included in pack coding. Time has now been added, but not line number.
10	There was a sighting of a single mouse in the unit 2 warehouse in May 2018. Traps were placed throughout site areas and a single mouse was caught in a trap in the unit 2 warehouse. Pest control follow up visits were carried out - no further rodents have been sighted and there are no further takes on the internal rodent bait stations. As the ceiling panels contain dark debris and are located at height, I advised the site to get their contractor to try and access a ceiling panel near the wash station and collect samples of dark debris near the bait station. This was done and the debris checked for droppings. No droppings were found, only organic matter (leaf debris, seeds, dirt etc) that may have seeped from the external roof < 3" above the panels.

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Reference	Version number	Authorised by	Date
AD01	8	Paul Montgomery	April 2017

AUDIT REPORT REVIEW *(to be completed by person reviewing the report before its formal issue)*

Audit reviewed by	
Name	Susan Fulcher
Position	Report Review Technologist
Date	10/08/18

AUDIT CLOSURE AND CERTIFICATION DECISION *(to be completed by Morrisons Supplier Standards auditor or Approved Technical Reviewer)*

Audit closed & certificated by: (Scope, exclusions and grade as page 2 confirmed)	
Name	Susan Fulcher
Position	Report Review Technologist
Date	04/09/18

Auditor comments where supplier corrections and / or corrective actions are deemed inadequate:

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Reference	Version number	Authorised by	Date
AD01	8	Paul Montgomery	April 2017