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## Food Safety Program HACCP Review

**In order for your HACCP Plan to be meet all requirements, all fields and attachments must be completed. If you have questions regarding this form, or the approval process, please contact our office by emailing [food@franklincountyohio.gov](mailto:food@franklincountyohio.gov).**

**According to 3717-1-03.4(L), additional scientific data or other information may be request to ensure that food safety is not compromised by the processes occurring in the HACCP Plan.**

Food Service/Food Establishment Name		
Food Service/Food Establishment Street Address		
City	State	Zip Code
Name of Primary Contact	Email Address	Phone

Please refer to sections **3-502.12** and **8-201.14** of the [FDA Food Code 2013](#) for the requirements for conducting Reduced Oxygen Packaging (ROP). Additionally, refer to section [3717-1-03.4\(K\)](#) in the Ohio Uniform Food Safety Code for more information regarding HACCP Plans, ROP, and Sous Vide.

**NOTE: According to the Ohio Uniform Food Safety Code, placing food in a bag and sealing it immediately prior to or after cooking, cooling, or reheating does not require a HACCP plan as long as:**

- The Product is labeled with the time and date the product is placed in the bag; and
- The product is removed from the bag within 48 hours of the time the product was placed in the bag

**For Office Use Only**

Primary Reviewer	Secondary Reviewer
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date Approved
Special Considerations for Approval:	

**Section 1: Overview**

1. Please check which method you'll be using to package your foods using reduced oxygen packaging (ROP):

- Cook/Chill** - Cooked food is hot filled into impermeable bags which have the air expelled and are then sealed or crimped closed. The bagged food is rapidly chilled and refrigerated at temperatures that inhibit the growth of *Clostridium botulinum* and *Listeria monocytogenes* pathogens.
- Sous Vide** - raw or partially cooked food is vacuum packaged in an impermeable bag, cooked in the bag, rapidly chilled, and refrigerated at temperatures that inhibit the growth of *Clostridium botulinum* and *Listeria monocytogenes* pathogens.
- Vacuum packaging cold foods** (41°F or below) or frozen foods.

2. According to the Ohio Uniform Food Safety Code, if cook/chill or sous vide were not checked above, please identify which food standard below will be met:

- The food item has an  $a_w$  (water activity) of 0.91 or less.
- The food item has a pH of 4.6 or less.
- Is a meat or poultry product cured at a food processing plant regulated by the Ohio Department of Agriculture under Chapter 918 of the Revised Code or USDA using substances specified in 9 C.F.R. 424.21, and is received in an intact package.
- Raw meat, raw poultry, or raw vegetables, which are foods that have a high level of competing organisms in them.
- Fish that is frozen before, during, and after packaging.
- Commercially manufactured cheeses produced in a food processing plant that meet the standards of identity as specified in 21 C.F.R. 133.150, 21 C.F.R. 133.169 or 21 C.F.R. 133.187. No additional ingredients will be added in the food service operation or retail food establishment.
- Other: **If the food item does not meet one of the previously listed standards, it may be unsafe to vacuum package. Please contact your food inspector for guidance in this scenario.**

Department Comments/Concerns:





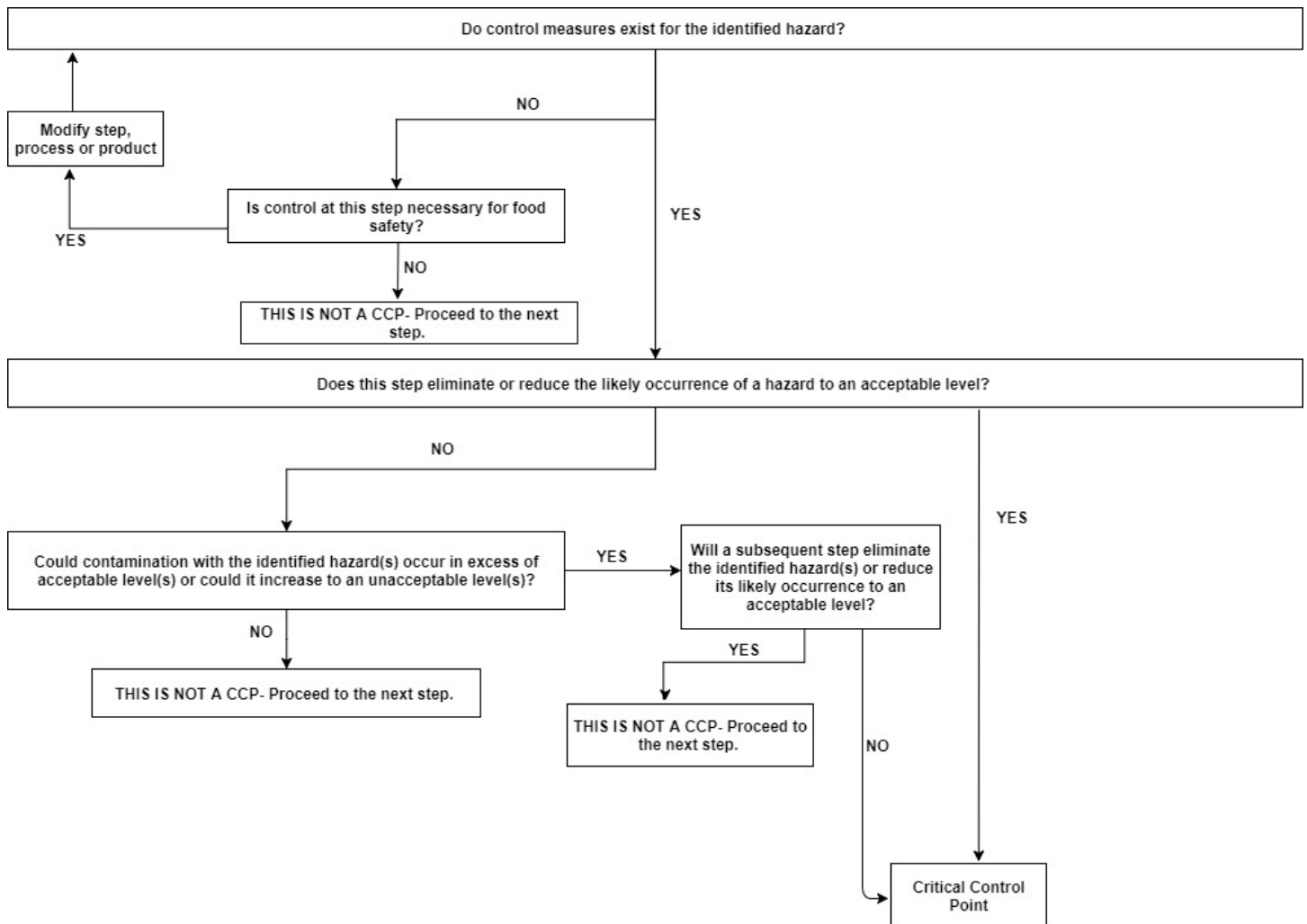
## Section 2: Identifying Critical Control Points (CCPs):

According to the Ohio Uniform Food Safety Code, a CCP is defined as “a point or procedure in a specific food system where loss of control may result in an unacceptable health risk”.

If all three questions below are answered with a “Yes”, then the step would be defined as a CCP Step:

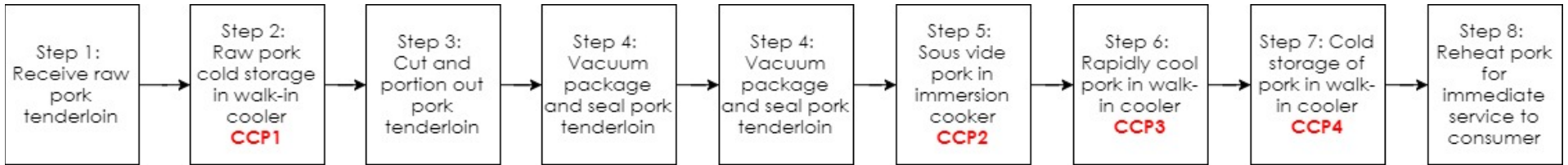
- Are the Identified hazards likely to occur?
- Are there preventative measures for each hazard?
- Is this the last point in which control measures can be applied to prevent, reduce or eliminate hazards?

Please utilize the flowchart below determine the appropriate CCP steps for EACH food product that will undergo Cook-Chill, Sous Vide or ROP.



1. Insert or attach flow charts by menu item or specific food /category type identifying CRITICAL CONTROL POINTS (CCPs). Start the flow chart from when the food is received into your facility and end when food is served to the consumer.

Example:



Insert CCP Flow Chart(s) here:

Insert CCP Flow Chart(s) here:

Insert CCP Flow Chart(s) here:



**Section 3: Creating the Hazard Plan Summary and Hazard Analysis Workflow**

**Hazard Analysis-** List all CCPs and the corresponding Hazards, Critical Limits, Monitoring Procedures, Corrective Actions, Record Keeping and Verification Procedures. Please use additional charts if necessary

**Hazards:** a significant hazard that can cause harm and that is reasonably likely to occur if not controlled.

**Critical Limit (CL):** A maximum or minimum value to which a biological hazard must be controlled to prevent, eliminate, or reduce (to an acceptable level) the occurrence of the identified food safety hazard.

**Monitoring Procedures:** The method and frequency for monitoring and controlling each CCP by the employee designated by the Person-In-Charge

**Corrective Actions:** Action to be taken by the person in charge if Critical Limits are not met.

**Record Keeping:** Records to be maintained by the person in charge to demonstrate that the HACCP plan is properly operated and managed.

**Verification:** The method and frequency for the person in charge to routinely verify that the food employee is following standard operation procedures and monitoring CCPs

**Records:** **ALL RECORDS MUST BE KEPT FOR A MINIMUM OF SIX MONTHS AND MADE AVAILABLE TO THE LICENSOR PER 3717-1-03.4(K)(4)(c)**

**EXAMPLE HAZARD PLAN SUMMARY FORM:**

Facility Name FCPH's Kitchen of Excellence			Product Description Sous Vide or Cook/Chill: Pork Tenderloin						
(1) Critical Control Point (CCP)	(2) Significant Hazard(s)	(3) Critical Limits For each Preventive Measure	Monitoring (4)				(5) Corrective Action(s)	(6) Verification	(7) Records <i>(keep records for minimum of 6 months)</i>
			A What	B How	C Frequency	D Who			
<i>Cooking</i>	<i>Pathogens</i>	<i>Cook Product to 165°F</i>	<i>Internal Product Temp.</i>	<i>Metal Probe Thermometer</i>	<i>Each tenderloin</i>	<i>Manager or Designee</i>	<i>Continue Cooking until Critical Limit is Reached</i>	<i>Daily Calibration of thermometer</i>	<i>Cooking logs and thermometer calibration</i>
<i>Cooling</i>	<i>Pathogens</i>	<i>Cooled to 38°F within 24hrs of reaching 41°F and held at 38°F</i>	<i>Temp. and Time</i>	<i>Metal Probe Thermometer</i>	<i>Each Tenderloin</i>	<i>Manager or Designee</i>	<i>If product is found to be out of compliance for cooling, it will be destroyed</i>	<i>Daily Calibration of thermometer</i>	<i>Cooling Log, thermometer calibration log, product destruction log</i>
Signature:							Date:		

Facility Name				Product Description					
(1) Critical Control Point (CCP)	(2) Significant Hazard(s)	(3) Critical Limits For each Preventive Measure	Monitoring(4)				(5) Corrective Action(s)	(6) Verification	(7) Records <i>(keep records for minimum of 6 months)</i>
			(A) What	(B) How	(C) Frequency	(D) Who			
Signature:								Date:	

Facility Name				Product Description					
(1)	(2)	(3)	Monitoring(4)				(5)	(6)	(7)
Critical Control Point (CCP)	Significant Hazard(s)	Critical Limits For each Preventive Measure	(A) What	(B) How	(C) Frequency	(D) Who	Corrective Action(s)	Verification	Records (keep records for minimum of 6 months)
Signature:								Date:	



**Section 5: Labels**

Packages must be labeled on the principal display panel with a "use-by" date that does not exceed 30 Days from the day of packaging OR the original manufacturer's "sell-by" or "use-by" date, whichever occurs first. **Food must be discarded after 30 days only if the product has been held at or below 34°F the entire duration.**

- a. All labels must include product name, packaged date, and use-by date.
- b. You must submit a sample label for EACH product that you will be cooking using Sous Vide or Cook/Chill

**If products are not labeled properly, they may be subject to destruction!**

Are all sample labels attached for all food products?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>For Office Use Only</b>	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
Sanitarian Signature	Date		

**Section 6: Operation Procedures**

According to section 3717-1-03.4(K)(e), all HACCP Plans must include operation procedures. Using the space provided, please describe how you will comply with the following provisions:

- 1. Prohibit bare hand contact with ready-to-eat foods


- 2. Identify a designated work area AND the method by which physical methods of separation of raw foods and ready-to-eat foods; and how access to the processing equipment is limited to responsible trained personnel familiar with the potential hazards of the operation


3. Describe in detail the cleaning and sanitizing procedures for all food contact surfaces used in these processes


**Section 7: Training Protocols**

According to section 3717-1-03.4(K)(f), the facility must have a training program that ensures individuals responsible for the ROP understands:

- The concepts required for safe operation;
- Equipment and facilities; and
- Procedures specified in Section 6 of this guide (3717-1-03.4(K)(e)); and
- Must specify how the person-in-charge will verify that food employees are following the standard operating protocols and that they are adequately monitoring all critical control points.
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You must utilize the space below, or attach a training plan that specifically address all of the area outlined above.

Is the training plan attached for review?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>For Office Use Only</b>	<input type="checkbox"/> Recommended	<input type="checkbox"/> Denied
Sanitarian Signature	Date	