Food Safety Plan

Good Earth Foods, LLC - Sample: Good Earth Foods facility plan

Facility
Good Earth Foods, LLC

Owner / operator
Robert Chen

Address
4200 Industrial Parkway, Columbus, OH 43228

Phone
(555) 234-5678

Email
quality@goodearthfoods.example.com

Facility type
Food manufacturer or processor

Plan version
Version 1, November 24, 2026

FDA registration
12345678901

PCQI
Maria Garcia

PCQI training
FSPCA Preventive Controls for Human Food, completed June 2024

Contents

- 1. Facility information
- 2. Product descriptions
- 3. Hazard analysis
- 4. Preventive controls
- 5. Recall plan
- 6. Supply-chain program
- 7. Training
- 8. Verification and reanalysis
- 9. Records
- Signatures

This Food Safety (FSMA) plan is structured to address the food safety plan requirements of 21 CFR Part 117. The PCQI and facility owner are responsible for its accuracy and completeness.

1. Facility information

Name
Good Earth Foods, LLC

Owner / operator
Robert Chen

Address
4200 Industrial Parkway, Columbus, OH 43228

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(555) 234-5678

Email
quality@goodearthfoods.example.com

Type
Food manufacturer or processor

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12345678901

Water source
Municipal (Columbus Water Division)

Preventive Controls Qualified Individual

Name
Maria Garcia

Training
FSPCA Preventive Controls for Human Food, completed June 2024

The PCQI has successfully completed training in the development and application of risk-based preventive controls at least equivalent to that received under a standardized curriculum recognized as adequate by FDA, or is otherwise qualified through job experience to develop and apply a food safety system (21 CFR 117.155).

2. Product descriptions

2.1 Creamy tomato basil soup (refrigerated)

Description
Cook-and-cool refrigerated soup distributed through cold chain. Not shelf-stable; requires refrigeration at 41F or below.

Ingredients
Water, diced tomatoes, cream (milk), wheat flour, basil, salt, sugar, onion powder, garlic powder, citric acid

Allergens
Milk and Wheat

Packaging
Sealed plastic tub, 16 oz

Shelf life
14 days at 41F or below

Storage conditions
Refrigerated at or below 41F (5C) at all times

Process type
Thermal processing (cook step)

2.2 Honey almond granola

Description
Ready-to-eat granola with whole almonds, oats and honey. No further cooking by the consumer.

Ingredients
Rolled oats, honey, almonds (tree nuts), soybean oil, brown sugar, salt, vanilla extract

Allergens
Tree nuts and Soybeans

Packaging
Resealable stand-up pouch, 16 oz

Shelf life
9 months

Storage conditions
Ambient, dry storage

Process type
Dry/low moisture processing

2.3 Classic egg salad (refrigerated)

Description
Pre-made egg salad in sealed tubs, distributed through refrigerated channels.

Ingredients
Hard-boiled eggs (eggs), mayonnaise (soybean oil, eggs, vinegar), celery, mustard, salt, pepper

Allergens
Eggs and Soybeans

Packaging
Sealed plastic tub, 8 oz

Shelf life
21 days at 41F or below

Storage conditions
Refrigerated at or below 41F (5C) at all times

Process type
Refrigerated ready-to-eat

3. Hazard analysis

3.1 Creamy tomato basil soup (refrigerated)

Process: Thermal processing (cook step). Flow: Receive, store, formulate, cook/heat, cool, package, label, store, ship

Process step	Identified hazards	Significant?	Control
Receiving	(B) Pathogens on incoming ingredients (Salmonella, Listeria, E. coli O157:H7); (C) Undeclared allergens in incoming ingredients; (P) Foreign material in incoming ingredients (metal, glass, plastic)	No	SOP
Storage (ingredients)	(B) Pathogen growth from temperature abuse during storage	No	SOP
Formulation/mixing	(C) Incorrect formulation: allergen cross-contact or undeclared ingredient; (P) Foreign material introduction during mixing (metal fragments, plastic)	No	SOP
Cooking/thermal processing	(B) Survival of vegetative pathogens from inadequate thermal processing	Yes	PC-P1
Cooling	(B) Growth of spore-forming pathogens (C. perfringens, B. cereus) during slow cooling	Yes	PC-P2
Packaging and labeling	(P) Foreign material in finished product (metal, glass); (C) Allergen labeling error	No	SOP
Storage (finished product)	(B) Pathogen growth from temperature abuse	No	SOP
Shipping/distribution	(B) Temperature abuse during shipping	No	SOP
Allergen controls	(C) Undeclared allergens (Milk and Wheat)	Yes	PC-A1

3.2 Honey almond granola

Process: Dry/low moisture processing. Flow: Receive, store, blend/mix, dry/roast, package, label, store, ship

Process step	Identified hazards	Significant?	Control
Receiving	(B) Pathogens on incoming ingredients (Salmonella, Listeria, E. coli O157:H7); (C) Undeclared allergens in incoming ingredients; (P) Foreign material in incoming ingredients (metal, glass, plastic)	No	SOP
Storage	(B) Pathogen growth from temperature abuse during storage	No	SOP
Blending/mixing	(C) Incorrect formulation: allergen cross-contact or undeclared ingredient; (P) Foreign material introduction during mixing (metal fragments, plastic)	No	SOP
Drying/roasting	(B) Survival of Salmonella in low-moisture environment	Yes	PC-P3
Packaging and labeling	(P) Foreign material in finished product (metal, glass); (C) Allergen labeling error	No	SOP
Storage and distribution	(B) Pathogen growth from temperature abuse	No	SOP
Allergen controls	(C) Undeclared allergens (Tree nuts and Soybeans)	Yes	PC-A2

3.3 Classic egg salad (refrigerated)

Process: Refrigerated ready-to-eat. Flow: Receive, cold store, formulate, assemble, package, label, cold store, ship

Process step	Identified hazards	Significant?	Control

Process step	Identified hazards	Significant?	Control
Receiving	(B) Pathogens on incoming ingredients (Salmonella, Listeria, E. coli O157:H7); (C) Undeclared allergens in incoming ingredients; (P) Foreign material in incoming ingredients (metal, glass, plastic)	No	SOP
Cold storage (ingredients)	(B) Pathogen growth from temperature abuse	Yes	PC-P4
Formulation/assembly	(C) Incorrect formulation: allergen cross-contact or undeclared ingredient; (P) Foreign material introduction during mixing (metal fragments, plastic)	No	SOP
Packaging and labeling	(P) Foreign material in finished product (metal, glass); (C) Allergen labeling error	No	SOP
Cold storage (finished product)	(B) Pathogen growth from temperature abuse	Yes	PC-P5
Cold distribution	(B) Temperature abuse during distribution allows pathogen growth	Yes	PC-P6
Allergen controls	(C) Undeclared allergens (Eggs and Soybeans)	Yes	PC-A3

4. Preventive controls

PC-P1: Cooking/thermal processing

Element	Detail
Hazard(s)	(B) Survival of vegetative pathogens from inadequate thermal processing
Control type	Process preventive control
Parameters / critical limit	Internal temperature as validated for the product (e.g., 165F instantaneous for poultry, 155F/17s for ground meat, 145F/15s for whole muscle)
Monitoring	Measure internal temperature with calibrated probe thermometer
Frequency	Every batch or continuous
Responsible person	Trained operator
Corrective action	Continue cooking until limit is met; hold and evaluate if product was released
Verification	Review process records daily; thermometer calibration monthly
Records	Cooking/thermal process log
Regulatory reference	21 CFR 117.135(c)(1)

PC-P2: Cooling

Element	Detail
Hazard(s)	(B) Growth of spore-forming pathogens (C. perfringens, B. cereus) during slow cooling
Control type	Process preventive control
Parameters / critical limit	135F to 70F within 2 hours; 70F to 41F within 4 more hours (6 hours total)
Monitoring	Temperature checks at 2-hour and 6-hour marks
Frequency	Every batch
Responsible person	Trained operator
Corrective action	If 70F not reached in 2 hours: reheat to 165F and restart cooling, or discard
Verification	Review cooling records daily
Records	Cooling log
Regulatory reference	21 CFR 117.135(c)(1)

PC-A1: Allergen controls

Element	Detail
Hazard(s)	(C) Undeclared allergens (Milk and Wheat)
Control type	Allergen preventive control
Parameters / critical limit	All allergens declared on label; equipment cleaned between allergen changeovers per sanitation SOP
Monitoring	Label review against formulation records; visual and ATP verification of equipment cleaning
Frequency	Every production run; every allergen changeover
Responsible person	QA technician
Corrective action	Hold product; correct label or re-clean equipment; evaluate affected lot for cross-contact
Verification	Review label approval records and cleaning verification records weekly
Records	Label review log; equipment cleaning log

Element	Detail
Regulatory reference	21 CFR 117.135(c)(2)

PC-P3: Drying/roasting

Element	Detail
Hazard(s)	(B) Survival of Salmonella in low-moisture environment
Control type	Process preventive control
Parameters / critical limit	Process validated to achieve target log reduction
Monitoring	Time and temperature of lethality step
Frequency	Every batch/continuous monitoring
Responsible person	Trained operator
Corrective action	Hold and evaluate lot; reprocess if feasible
Verification	Review records; periodic validation
Records	Process control log
Regulatory reference	21 CFR 117.135(c)(1)

PC-A2: Allergen controls

Element	Detail
Hazard(s)	(C) Undeclared allergens (Tree nuts and Soybeans)
Control type	Allergen preventive control
Parameters / critical limit	All allergens declared on label; equipment cleaned between allergen changeovers per sanitation SOP
Monitoring	Label review against formulation records; visual and ATP verification of equipment cleaning
Frequency	Every production run; every allergen changeover
Responsible person	QA technician
Corrective action	Hold product; correct label or re-clean equipment; evaluate affected lot for cross-contact
Verification	Review label approval records and cleaning verification records weekly
Records	Label review log; equipment cleaning log
Regulatory reference	21 CFR 117.135(c)(2)

PC-P4: Cold storage (ingredients)

Element	Detail
Hazard(s)	(B) Pathogen growth from temperature abuse
Control type	Process preventive control
Parameters / critical limit	Cold storage at or below 41F (5C)
Monitoring	Temperature monitoring of cold storage units
Frequency	Twice daily or continuous recording
Responsible person	Trained operator
Corrective action	Move product to functioning unit; evaluate product safety if temperature exceeded 41F for more than 4 hours
Verification	Review temperature records weekly; calibrate thermometers monthly

Element	Detail
Records	Cold storage temperature log
Regulatory reference	21 CFR 117.135(c)(1)

PC-P5: Cold storage (finished product)

Element	Detail
Hazard(s)	(B) Pathogen growth from temperature abuse
Control type	Process preventive control
Parameters / critical limit	Cold storage at or below 41F (5C)
Monitoring	Temperature monitoring of cold storage units
Frequency	Twice daily or continuous recording
Responsible person	Trained operator
Corrective action	Move product to functioning unit; evaluate product safety if temperature exceeded 41F for more than 4 hours
Verification	Review temperature records weekly; calibrate thermometers monthly
Records	Cold storage temperature log
Regulatory reference	21 CFR 117.135(c)(1)

PC-P6: Cold distribution

Element	Detail
Hazard(s)	(B) Temperature abuse during distribution allows pathogen growth
Control type	Process preventive control
Parameters / critical limit	Product temperature at or below 41F (5C) during distribution
Monitoring	Temperature monitoring of delivery vehicles
Frequency	Each shipment
Responsible person	Trained operator
Corrective action	Evaluate affected product; reject if temperature exceeded for extended period
Verification	Review distribution temperature records monthly
Records	Shipping temperature log
Regulatory reference	21 CFR 117.135(c)(1)

PC-A3: Allergen controls

Element	Detail
Hazard(s)	(C) Undeclared allergens (Eggs and Soybeans)
Control type	Allergen preventive control
Parameters / critical limit	All allergens declared on label; equipment cleaned between allergen changeovers per sanitation SOP
Monitoring	Label review against formulation records; visual and ATP verification of equipment cleaning
Frequency	Every production run; every allergen changeover
Responsible person	QA technician
Corrective action	Hold product; correct label or re-clean equipment; evaluate affected lot for cross-contact

Element	Detail
Verification	Review label approval records and cleaning verification records weekly
Records	Label review log; equipment cleaning log
Regulatory reference	21 CFR 117.135(c)(2)

5. Recall plan

This recall plan is structured to address the requirements of 21 CFR 117.139. The facility will notify the FDA District Office promptly upon initiating a recall (24-hour notification is recommended).

Recall coordinator
Maria Garcia, PCQI

Phone
(555) 234-5678

Backup contact
James Wilson, VP Operations

Backup phone
(555) 234-5679

FDA emergency contact
FDA 24-hour emergency: 1-866-300-4374

State contact
State Dept. of Agriculture: (555) 100-2000

Recall steps

- 1. Identify the affected product, lot codes and distribution records.
- 2. Notify the recall coordinator and backup contact.
- 3. Segregate or place a hold on affected product still in the facility.
- 4. Notify FDA (Reportable Food Registry per 21 USC 350f).
- 5. Notify direct customers and instruct them to stop distribution.
- 6. Issue a press release if the product reached consumers.
- 7. Verify effectiveness: confirm all affected product is accounted for.
- 8. Document all actions, contacts and timelines.

6. Supply-chain program

Per 21 CFR 117.405-117.475, the facility verifies that suppliers are controlling hazards the facility has identified as requiring a supply-chain-applied control.

Supplier	Ingredient	Hazard	Verification activity	Frequency
Heartland Dairy Co-op	Whole milk, cream	Salmonella, Listeria	COA required each lot; approved supplier audit annually	Annual on-site audit
Golden Plains Flour	All-purpose wheat flour	Salmonella, undeclared allergens	Supplier letter of guarantee; GFSI-benchmarked certification	Annual certification review

7. Training

All production employees complete the following before working unsupervised:
- Food safety orientation (GMPs, allergen awareness, personal hygiene)
- Position-specific SOPs and monitoring procedures
- Annual refresher training with written assessment

The PCQI holds a certificate from an FDA-recognized PCQI course (21 CFR 117.155).

8. Verification and reanalysis

- Monitoring records are reviewed within 7 working days of creation by the PCQI or designee (21 CFR 117.165(a)(2)).
- Calibration of monitoring instruments is performed and documented at the frequency specified for each preventive control.
- The food safety plan is reanalyzed at least once every 3 years, and whenever a significant change occurs in the facility, processes, suppliers or products (21 CFR 117.170).
- Last reanalysis: not yet completed.

9. Records

Records are maintained as required by 21 CFR 117 Subpart F. All records include the facility name, date and time, signature or initials of the person performing the activity, and the product and lot code where applicable.

- Process Preventive Control Log
- Cooling Log
- Allergen Control Verification Log
- Receiving Log
- Corrective Action Log
- Supplier Verification Log
- Mock Recall Drill Record
- Food Safety Plan Reanalysis Record

Records are retained at the facility for at least 2 years after the date they were prepared (21 CFR 117.315).

Signatures

I have reviewed this plan and accept responsibility for ensuring it is accurate, complete and followed at this facility.

Name (print): Robert Chen

Title:

Signature

Date

PCQI name (print): Maria Garcia

Title: PCQI

PCQI signature

Date