

Calvert County HACCP Procedure Form

Facility Name: \_\_\_\_\_ Location: \_\_\_\_\_  
 Menu Item(s): \_\_\_\_\_ Ingredients: \_\_\_\_\_

Critical Control Point	Monitoring	Corrective Action
Receiving <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Source Approved <input type="radio"/> Not adulterated/spoiled <input type="radio"/> Temperature $\leq 45^\circ / \leq 0^\circ$ <input type="radio"/> No swollen or dented cans <input type="radio"/> Pasteurized crab $\leq 38^\circ$	<input type="radio"/> Refuse delivery <input type="radio"/> Discard Food <input type="radio"/> Return to Distributor Other: _____
Cold Storage/Cold Hold <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Raw foods separated from cooked product <input type="radio"/> Temperature $\leq 45^\circ / \leq 0^\circ$ (circle) <input type="radio"/> Pasteurized crab $\leq 38^\circ$	<input type="radio"/> Discard if food is $> 45^\circ$ for ___ hrs. <input type="radio"/> Discard pasteurized crab $> 38^\circ$ <input type="radio"/> Do not refreeze food greater than ___ <input type="radio"/> Other: _____
Thaw <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Microwave <input type="radio"/> In refrigerator at $\leq 45^\circ$ <input type="radio"/> Under running water $\leq 70^\circ$ <input type="radio"/> Other: _____	<input type="radio"/> Discard food <input type="radio"/> Alter process <input type="radio"/> Other: _____
Cook <input type="radio"/> Yes <input type="radio"/> Not Applicable	Internal Temperature of (taken at coolest part): <input type="radio"/> Chicken $165^\circ$ for 15 sec. <input type="radio"/> Roast Beef $130^\circ$ for 121 min. <input type="radio"/> Pork, Ground Beef, Eggs (not for immediate service), Ground/Flaked/Minced Meats $155^\circ$ for 15 sec <input type="radio"/> Other $145^\circ$ for 15 sec	<input type="radio"/> Continue heating until internal temperature is attained <input type="radio"/> Other: _____
Preparation/Ready to Serve Items <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Employee hygiene maintained <input type="radio"/> Equipment cleaned and sanitized <input type="radio"/> Minimize hand contact <input type="radio"/> Time of food at ambient temperature _____ <input type="radio"/> Pre-chilling ingredients to $45^\circ$ or less <input type="radio"/> Food in pans $< 3''$ depth	<input type="radio"/> Clean hands/clean and sanitize equipment <input type="radio"/> Discard food $> 45^\circ$ for ___ hrs. <input type="radio"/> Other: _____
Hot Holding <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Hold food at $140^\circ$ or greater <input type="radio"/> Check food every _____ <input type="radio"/> Maximum holding time: _____	<input type="radio"/> Rapidly reheat to $165^\circ$ and hold at $140^\circ$ if $< \_\_\_\_\_\_ \text{ hrs.}$ <input type="radio"/> Discard if $< 140^\circ$ for ___ hrs. <input type="radio"/> Other: _____
Cooling <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Cool in shallow pans $< 3''$ in depth <input type="radio"/> Ice bath until reaches $45^\circ$ <input type="radio"/> Refrigerate <input type="radio"/> Monitor temperature _____ hrs. <input type="radio"/> Cool from $140^\circ$ to $70^\circ$ in 2 hours, from $70^\circ$ to $45^\circ$ in 4 hours	<input type="radio"/> Rapidly reheat to $165^\circ$ if not cooled from $140^\circ$ to $70^\circ$ in 2 hours and from $70^\circ$ to $45^\circ$ in 4 hours <input type="radio"/> Discard product <input type="radio"/> Other: _____
Reheat <input type="radio"/> Yes <input type="radio"/> Not Applicable	<input type="radio"/> Rapidly reheat to $165^\circ$ or greater in $\leq 2$ hours <input type="radio"/> Temperature taken at coolest part of product <input type="radio"/> Timed reheat	<input type="radio"/> Continue heating until internal temperature is attained <input type="radio"/> Other: _____

I agree to adhere to the HACCP procedures outlined above and to monitor my products for HACCP compliance. Notification is necessary to change my HACCP plan or to add new menu items.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_