

HACCP Plan – Raw, ground; Pizza

Product Description

COMMON NAME:	9" and 12" Sausage Pizza 9" and 12" Pepperoni Pizza 9" and 12" Deluxe Pizza 9" and 12" Cheese Pizza
HOW IS IT TO BE USED?	Cooked by consumer
TYPE OF PACKAGE?	Polymer over wrap, cardboard circle, labeled
LENGTH OF SHELF LIFE, AT WHAT TEMPERATURE?	6 months at 0°F.
WHERE WILL IT BE SOLD?	Wholesale to bars, restaurants, grocery stores, and retail to consumers
LABELING INSTRUCTIONS:	Appropriate product label including full cooking instructions; lot or date code
IS SPECIAL DISTRIBUTION CONTROL NEEDED?	Shipped in refrigerated trucks. Product should remain in frozen state.

HACCP Plan – Raw, ground; Pizza

Directions for Use of the Process Flow Diagram

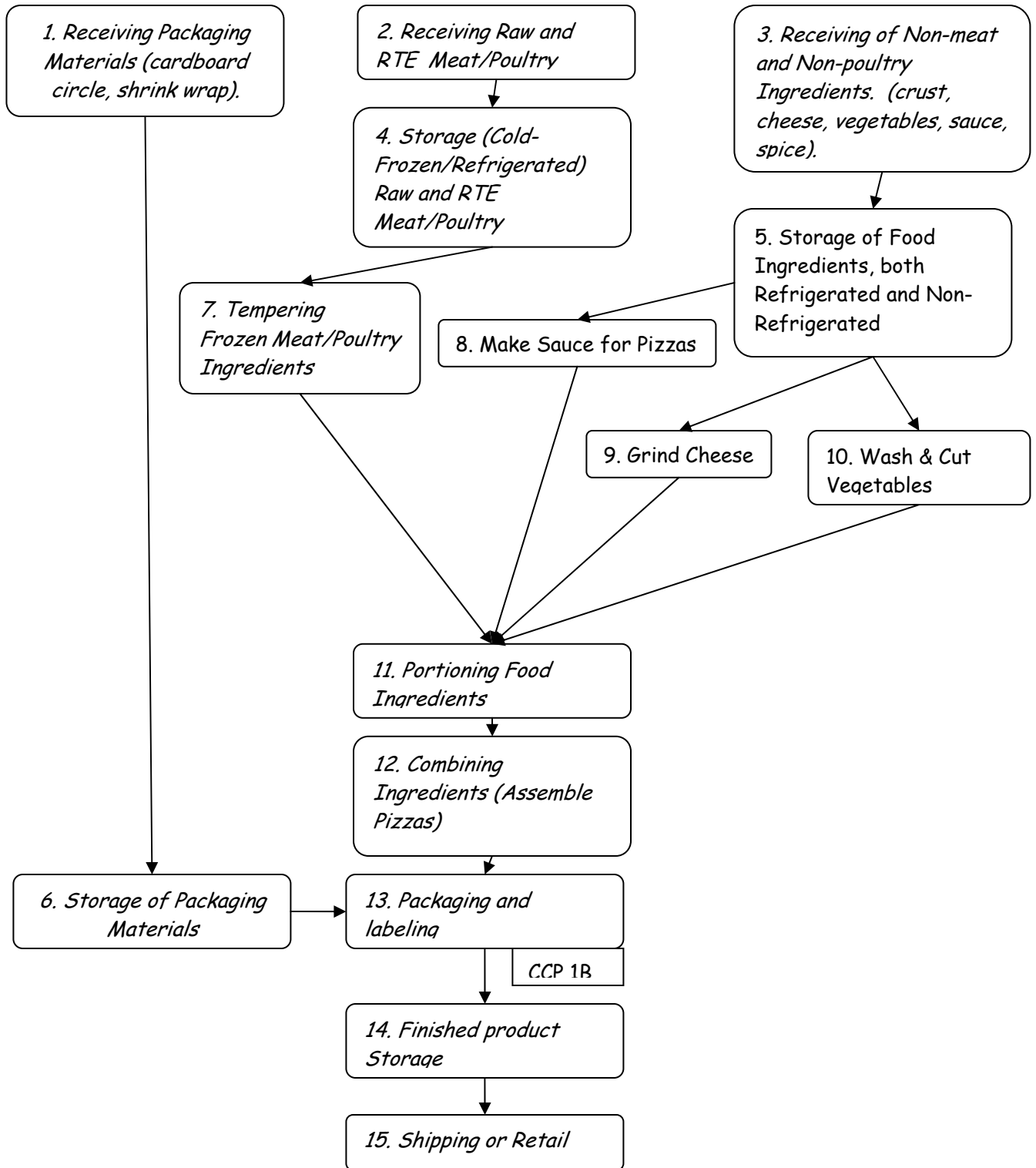
1. Examine the model Process Flow Diagram and determine which steps you actually use in your process. Cross out, white out, or delete all steps that are NOT part of your process. Re-number steps as necessary.
2. Add any processing steps not already shown and make sure that each new step is assigned a number.

HACCP Plan – Raw, ground; Pizza

Process Flow Diagram

Process Category: Raw, Ground

Products: Pepperoni, Sausage, Deluxe, and Cheese pizzas



HACCP Plan – Raw, ground; Pizza

Directions for Use of the Hazard Analysis Form

1. Make sure that every step shown on the Process Flow Diagram is entered in the Hazard Analysis Form. Make sure that each step has the same name and number in both the Process Flow Diagram and the Hazard Analysis Form.
2. Check the three categories of hazard (Biological, Chemical, Physical) shown for each step.
 - a. If you think a listed hazard is not reasonably likely to occur, leave it in column 2 (Food Safety Hazard) and enter "No" in column 3 (Reasonably likely to occur?). Then provide a reason in column 4.
 - b. If you think there are no relevant hazards for a particular category, delete the listed and hazard and write "none" in column 2, write "No" in column 3, and cross out any information in columns 4 - 6.
 - c. If you think that a relevant hazard should be added at a step, describe the hazard in column 2 (Food Safety Hazard). Then determine whether the hazard is reasonably likely to occur and put the answer in column 3. Then provide, in column 4, a reason for deciding whether or not the hazard is reasonably likely to occur.

i. For example, following an SSOP, SOP, or approved formulation may make a hazard unlikely to occur, or a supplier may provide a letter of guarantee stating that the hazard should not be present.

ii. On the other hand, a history of outbreaks or contamination related to a hazard would mean that the hazard IS reasonably likely to occur.

Columns 5 and 6 can be left blank if a hazard is NOT reasonably likely to occur.

If the hazard IS reasonably likely to occur: fill in columns 5 and 6.

- iii. In column 5, list measures that could be applied to prevent, eliminate, or reduce the hazard to an acceptable level. NOTE: at least one of these measures must be either a Critical Control Point (CCP) at the present step, or a CCP at a later step.
 - iv. Finally, if the hazard is controlled by a CCP at the present step, enter the CCP number in column 6. The accepted numbering system is to number the CCP's in order, followed by either B, C, or P to indicate what type of hazard is being controlled. For example, if the 2nd CCP in a process controlled a physical hazard, it would be entered as CCP -2P.
- d. If you agree that a listed hazard is relevant, no changes are necessary.

HACCP Plan – Raw, ground; Pizza

HAZARD ANALYSIS - RAW PIZZA - Pepperoni, Sausage, Deluxe, and Cheese Pizza's

1. Process Step	2. Food Safety Hazard	3. Reasonably likely to occur	4. Basis of Reasonably likely to occur	5. If Yes in Column 3, What Measures Could be Applied to Prevent, Eliminate, or Reduce the Hazard to an Acceptable Level?	6. Critical Control Point
1, Receiving and 6. Storage - Packaging materials	Biological - Contamination with meat, other biological materials	No	Visual inspection for container integrity, contamination, at receiving makes hazard unlikely		
	Chemical - Non-food grade materials	No	Letters of guarantee are received from all suppliers of packaging materials.		
	Physical - None	No	Visual inspection		
2. Receiving - Raw Meat/ Poultry	Biological Presence of Pathogens: Salmonella, Listeria monocytogenes, Staphylococcus aureus; if beef E. coli O157:H7; if poultry Campylobacter jejuni/coli	Yes	Raw meat is a known source of pathogens.	Hazard will be controlled by a later CCP that limits exposure of pathogens (if present) to temperatures allowing growth. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens). Letter of guarantee is on file for each supplier of ground or tenderized beef documenting the application of at least one intervention step against E. coli O157:H7.	
	Chemical - None	No			
	Physical - None	No			

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HACCP Plan – Raw, ground; Pizza

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2a. Receiving -RTE Meat/ Poultry	Biological: Listeria monocytogenes, Staphylococcus aureus (post-lethality contaminants); Clostridium perfringens and Clostridium botulinum (spore-forming pathogens that survive cooking)	No	Letters of guarantee indicating that each product made by an approved processor. Receiving SOP minimizes risk of accepting product that has been mishandled such that spore-forming pathogens could germinate and grow.		
	Chemical - None	No			
	Physical - None	No			
3. Receiving - Non-meat and Non-poultry Ingredients: Crust, Cheese, Vegetables, Sauce, Spice.	Biological: Pathogens Salmonella, E. coli 0157:H7, Listeria monocytogenes, Staphylococcus aureus, Clostridium perfringens, Clostridium botulinum	No (Cheese, Crust, Sauce, Spice)	Letters of Guarantee are received from all suppliers of food ingredients that indicate the ingredients are from an approved source. Receiving SOP ensures that ingredients are not accepted if they have been improperly		

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HACCP Plan – Raw, ground; Pizza

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		Yes (Vegetables)	handled.	Vegetables are stored separately from other food components and washed prior to further processing. Hazard will be controlled by a later CCP that limits exposure of pathogens (if present) to temperatures allowing growth. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens).	
	Chemical - Ingredients not being added or used as intended. Ingredients containing undesirable substances	No	Approved formulations are followed; letters of guarantee are received from all suppliers of food additives, crust, sauce, cheese etc..		
	Physical - None	No			
4. Storage (Cold - Frozen/Refrigerated) - Raw Meat/Poultry	Biological: Presence or growth of pathogens (see list above)	Yes (Presence) No (Growth)	Raw meat is a known source of pathogens. Pathogens are unlikely to grow if raw meats are stored according to	Hazard will be controlled by a later CCP that limits exposure of pathogens (if present) to temperatures allowing growth. Product is labeled (CCP) to instruct consumers to fully cook	

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HACCP Plan – Raw, ground; Pizza

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			the SOP for storage.	product (and thereby kill pathogens).	
	Chemical - None	No			
	Physical - None	No			
4a. Storage (Cold - Frozen/Refrigerated) - RTE Meat/Poultry	Biological: Pathogens Listeria monocytogenes, Staphylococcus aureus, Clostridium perfringens, Clostridium botulinum	No	Pathogens are unlikely to grow if the product is maintained at proper temperature (SOP for storage).		
	Chemical - None	No			
	Physical - None	No			
5. Storage - Food Ingredients, both refrigerated and non-refrigerated	Biological - None	No			
	Chemical - None	No			
	Physical - None	No			
7. Tempering Frozen Meat/Poultry Ingredients	Biological - Presence or growth of pathogens (see list above)	Yes (Presence) No (Growth)	Raw meat is a known source of pathogens. Tempering done under conditions not conducive to growth.	Hazard will be controlled by a later CCP that limits exposure of pathogens (if present) to temperatures allowing growth. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens).	
	Chemical - None	No			
	Physical - None	No			

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HACCP Plan – Raw, ground; Pizza

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8. Make Sauce for Pizzas	Biological - None	No			
	Chemical - None	No			
	Physical - None	No			
9. Grind Cheese	Biological - Pathogen contamination via equipment and workers	No	SSOP makes contamination via equipment and workers unlikely to occur.		
	Chemical - Cheese is a potential allergen; cleaning/sanitizing chemical residues	No	Application of correct label prevents inadvertent consumption of allergen by consumer. Operational SSOP prevents cross-contamination of allergenic agents. Pre-op SSOP makes presence of chemical residues unlikely to occur.		
	Physical - Foreign materials	No	No history of problem. Visual observation for foreign materials during processing,		

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			inspection of equipment during cleaning make hazard unlikely.		
10. Wash & Cut Vegetables	Biological - Pathogen contamination via equipment and workers. Presence of pathogens	No (Contamination) Yes (Presence)	SSOP makes contamination via equipment and workers unlikely to occur.	Hazard will be controlled by a later CCP that limits exposure of pathogens (if present) to temperatures allowing growth. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens).	
	Chemical - None	No			
	Physical - Foreign material	No	No history of problem. Visual observation for foreign materials during processing, inspection of equipment during cleaning make hazard unlikely.		

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11. Portioning Food Ingredients	Biological - Presence or growth of pathogens (see list above); Pathogen contamination via equipment and workers	Yes (Presence) Yes (Growth) No (Contamination)	Raw meat is a known source of pathogens. Pathogens are reasonably likely to grow if temperature and time of exposure to unsafe temperatures are not controlled. SSOP makes contamination via equipment and workers unlikely to occur.	Hazard will be controlled by limiting exposure of pathogens (if present) to temperatures allowing growth during the portioning, assembly, and packaging/labeling (CCP) steps. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens).	
	Chemical - None	No			
	Physical - None	No			
12. Combining Ingredients (Assemble Pizzas)	Biological - Presence or growth of pathogens (see list above); Pathogen contamination via equipment and workers	Yes (Presence) Yes (Growth) No (Contamina-	Raw meat is a known source of pathogens. Pathogens are reasonably likely to grow if temperature and time of exposure to unsafe temperatures are not controlled. SSOP makes contamination via	Hazard will be controlled by by limiting exposure of pathogens (if present) to temperatures allowing growth during the portioning, assembly, and packaging/labeling (CCP) steps. Product is labeled (CCP) to instruct consumers to fully cook product (and thereby kill pathogens).	

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		tion)	equipment and workers unlikely to occur.		
	Chemical - None	No			
	Physical - None	No			
13. Packaging/Labeling	Biological - Presence or growth of pathogens (see list above); Pathogen contamination via equipment and workers	Yes (Presence) Yes (Growth) No (Contamination)	Raw meat is a known source of pathogens. Pathogens are reasonably likely to grow if temperature and time of exposure to unsafe temperatures are not controlled. SSOP makes contamination via equipment and workers unlikely to occur.	Hazard will be controlled by limiting exposure of pathogens (if present) to temperatures allowing growth during the portioning, assembly, and packaging/labeling steps. Product is labeled to indicate that it is raw, not RTE, along with validated cooking instructions, and the safe food handling statement.	1B
	Chemical - None	No			
	Physical - None	No			
14. Finished Product Storage	Biological - Growth of pathogens (see list above)	No	SOP for finished product storage makes this hazard unlikely to occur.		
	Chemical - None	No	Product is handled according to SOP for		

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			Finished Product Storage		
	Physical - None	No	Product is handled according to SOP for Finished Product Storage		
15. Shipping or Retail	Biological - None	No	Product is handled according to SOP for Finished Product Storage		
	Chemical - None	No	Product is handled according to SOP for Finished Product Storage		
	Physical - None	No	Product is handled according to SOP for Finished Product Storage		

HACCP Plan – Raw, ground; Pizza

Directions for Using the HACCP Plan Form

1. Examine your Hazard Analysis form to determine which steps are CCP's and what type of hazard (Biological, Chemical, or Physical) each CCP controls.
2. Check to see whether each CCP is already listed on the HACCP Plan Form. If a CCP is not already listed, enter the CCP number and step in the column labeled "CCP # and Location".
3. For CCP's already listed on the model form, examine the Critical Limits listed. In the HACCP Plan Form for some HACCP categories there will be several options for Critical Limits. If this is the case, choose the Critical Limits that will work best in your plant and cross out, white out, or delete the other Critical Limits and the Monitoring Procedures that go with them. It may be helpful to check the "Monitoring Procedures and Frequency" column during your decision-making. For CCP's already on the model form, supporting scientific documentation is already included in your manual.
4. If you are adding a new CCP, you will need to determine the scientifically valid Critical Limits to be used with the CCP. You must also obtain scientific information supporting your choice of Critical Limits. Consult your inspector or university extension specialists for help.
5. Examine the "Monitoring Procedures and Frequency" column for each CCP. If you wish to change the procedure and/or the frequency, check with your inspector or a university extension specialist for help. If a change is OK, you will need to write down your reasoning for making the change and include this reasoning in your HACCP manual.
6. Examine the "HACCP Records" column. If you are using different forms for record-keeping in this HACCP Plan, please put the correct form title(s) in the "HACCP Records" column.
7. The verification activities listed in the "Verification Procedures and Frequency" column are required by the regulation. However, you may choose to do additional activities; for example, for verification, beef jerky samples may be sent to the lab each quarter for water activity and Moisture : Protein Ratio testing. If you do any additional verification activities, enter them in the "Verification Procedures and Frequency" column. If you choose to use a frequency for the required verification activities that is different than the frequency shown, you must provide written justification for the different frequency. Consult your inspector or university extension specialists for help.
8. We suggest that you make no changes in the "Corrective Actions" column. Be sure to have a form for documenting corrective actions that you take. A corrective action form is included in this model.

HACCP Plan – Raw, ground; Pizza

HACCP PLAN

PROCESS CATEGORY: Raw, Pizza

Product example: Pepperoni, Sausage, Deluxe, and Cheese Pizza's

CCP# and Location	Critical Limits	Monitoring Procedures and Frequency	HACCP Records	Verification Procedures and Frequency	Corrective Actions
1B (1 st part) Packaging/Labeling	<p>1. Meat internal temperature of 41 - 50°F and returned to refrigeration (meat internal temperature of 41°F or lower) within 4 hours.</p> <p>OR</p>	<p>1. Using a calibrated thermometer, the establishment owner or designee will measure the following temperatures:</p> <ol style="list-style-type: none"> each pizza meat component (in bulk prior to assembly) The warmest temperature will be recorded in the log. At the end of each lot, the temperature for two wrapped pizzas held topping-to-topping with the thermometer between the pizzas. Within 4 hours after the start of each lot, the temperature for two wrapped 	<p>CCP Monitoring Form</p> <p>Corrective Action Log</p> <p>Thermometer Calibration Log</p>	<p>Establishment owner or designee will review the CCP Monitoring Form, Corrective Action Log, and Thermometer Calibration Log once per week.</p> <p>Establishment owner or designee will calibrate all thermometers to a known standard monthly. Thermometers will be calibrated to $\pm 2^\circ$ F or taken out of operation as stated in the SOP. Calibration actions are recorded in the Thermometer Calibration Log.</p> <p>Establishment owner or designee will observe monitoring of temperature at least once per month.</p>	<p>If a deviation from a critical limit occurs, the establishment owner or designee is responsible for corrective action protocol as stated in 9 CFR 417.3</p> <ol style="list-style-type: none"> The cause of the deviation will be identified and eliminated. The CCP will be under control after the corrective action is taken. Measures to prevent recurrence are established. No product that is injurious to health or otherwise adulterated as a result of the deviation will be permitted to enter commerce.

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HACCP Plan – Raw, ground; Pizza

HACCP PLAN

PROCESS CATEGORY: Raw, Pizza

Product example: Pepperoni, Sausage, Deluxe, and Cheese Pizza's

CCP# and Location	Critical Limits	Monitoring Procedures and Frequency	HACCP Records	Verification Procedures and Frequency	Corrective Actions
	<p>2. Meat internal temperature of 41 - 75°F and returned to refrigeration (meat internal temperature of 41°F or lower) within 2 hours.</p>	<p>pizzas held topping-to-topping with the thermometer between the pizzas.</p> <p>2. Using a calibrated thermometer, the establishment owner or designee will measure the following temperatures:</p> <ul style="list-style-type: none"> a. each pizza meat component (in bulk prior to assembly) The warmest temperature will be recorded in the log. b. At the end of each lot, the temperature for two wrapped pizzas held topping-to-topping with the thermometer between the 			

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HACCP Plan – Raw, ground; Pizza

HACCP PLAN

PROCESS CATEGORY: Raw, Pizza

Product example: Pepperoni, Sausage, Deluxe, and Cheese Pizza's

CCP# and Location	Critical Limits	Monitoring Procedures and Frequency	HACCP Records	Verification Procedures and Frequency	Corrective Actions
	<p>OR</p> <p>3. Product exposed to a room temperature of 41-50° F and returned to refrigeration (meat internal temperature of 41°F or lower) within 4 hours.</p> <p>OR</p>	<p>pizzas.</p> <p>c. Within 2 hours after the start of each lot, the temperature for two wrapped pizzas held topping-to-topping with the thermometer between the pizzas.</p> <p>3. Using calibrated thermometers, the establishment owner or designee will measure:</p> <p>a. the room temperature at the start of each lot</p> <p>b. the room temperature at the end of each lot</p> <p>c. within 4 hours after the start of each lot, the temperature for two wrapped pizzas held topping-to-topping with a calibrated thermometer</p>			

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HACCP Plan – Raw, ground; Pizza

HACCP PLAN

PROCESS CATEGORY: Raw, Pizza

Product example: Pepperoni, Sausage, Deluxe, and Cheese Pizza's

CCP# and Location	Critical Limits	Monitoring Procedures and Frequency	HACCP Records	Verification Procedures and Frequency	Corrective Actions
	<p>4. Product exposed to a room temperature of 41 - 75°F and returned to refrigeration (meat internal temperature of 41°F or lower) within 2 hours.</p>	<p>between the pizzas</p> <p>4. Using calibrated thermometers, the establishment owner or designee will measure:</p> <p>a. the room temperature at the start of each lot</p> <p>b. the room temperature at the end of each lot</p> <p>c. within 4 hours after the start of each lot, the temperature for two wrapped pizzas held topping-to-topping with a calibrated thermometer between the pizzas</p>			
<p>1B (2nd part) Packaging/Labeling</p>	<p>Product must be labeled with all required information, including validated cooking instructions and a list of</p>	<p>Establishment owner or designee will select 5 packaged pizzas from each production lot and observe to ensure labeling requirements are met.</p>	<p>CCP Monitoring Form</p>	<p>Establishment owner or designee will review CCP Monitoring Form at least one per week.</p> <p>Establishment owner or designee will observe person</p>	<p>If a deviation from a critical limit occurs, the establishment owner or designee is responsible for corrective action protocol as stated in 9 CFR 417.3</p>

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HACCP Plan – Raw, ground; Pizza

HACCP PLAN

PROCESS CATEGORY: Raw, Pizza

Product example: Pepperoni, Sausage, Deluxe, and Cheese Pizza's

CCP# and Location	Critical Limits	Monitoring Procedures and Frequency	HACCP Records	Verification Procedures and Frequency	Corrective Actions
	ingredients. Safe Food Handling labeling must also be applied to all pizzas.			performing monitoring activity once per month. Establishment owner or designee will select three labels intended for use from label storage and will compare them with product formulation to assure accuracy of labels once per quarter year.	<ol style="list-style-type: none"> 1. Establishment owner or designee will determine cause of deviation and institute preventive actions. 2. The CCP will be under control after the corrective action is taken. 3. Measures to prevent recurrence are established. 4. Establishment owner will ensure that proper labeling is applied to all affected product prior to shipment or sold. Establishment owner or designee will segregate and hold all affected product.

Sign and date at initial acceptance, modification, and annual reassessment.

Signed _____

Date _____

Signed _____

Date _____

12/02/05 version. Supersedes all previous versions.

HACCP Plan – Raw, ground; Pizza

Raw, Pizza Model

Corrective Action Log	
Product:	Lot ID:
Date / Time:	Responsible Person:
Deviation:	
Cause of Deviation:	
Cause of Deviation Eliminated By:	
CCP Under Control After Corrective Actions Taken:	
Preventative Measures:	
Product Disposition:	

Verification (Records Review) by and Date: _____

HACCP Plan – Raw, ground; Pizza

SOP for Calibration of Thermometer

Processor or designee will calibrate the thermometers prior to use by following the specifications of the manufacturer of the equipment (this will vary) or the following procedures.

Each thermometer will be assigned an ID number.

Thermometers intended for measuring higher temperature items, such as cooked product, will be calibrated in hot water, while those used for taking lower temperatures will be calibrated in ice water. All thermometers will be calibrated within + or - 2 degrees F.

Thermometers in use will be checked against a certified thermometer during calibration, if available. Otherwise, all thermometers will be calibrated either against each other, or against a thermometer that is used only during calibration. The latter methods would require at least three thermometers for accuracy. Dial thermometers will only be calibrated (and used!) on one end of the range of use, e.g. either the hot end or the cold end. This practice is followed to assure accuracy.

Calibration with ice water:

1. Add crushed ice and water to a clean container to form a watery slush.
2. Place thermometer probe into slush for at least one minute, taking care to not let the probe contact the container.
3. If the thermometer does not read between 30 degrees and 34 degrees F., adjust to 32 degrees. Nonadjustable thermometers will be removed from use until they have been professionally serviced. Thermometers that have been adjusted for 3 consecutive months will be replaced.
4. Record the results, using actual values, on the thermometer calibration log, along with the date and initials of the person performing the calibration procedure.

Calibration with hot water:

1. Heat a clean container of water to a temperature in the range of cooked products. Running clean water through the coffee maker gives a water temperature of approximately 145 degrees F. Another option is to bring a clean container of water to a rolling boil.
2. Place the thermometer probe into the hot water, along with the certified thermometer and/or reference thermometer, or at least two other

HACCP Plan – Raw, ground; Pizza

- thermometers, for at least one minute, taking care not to let the probe contact the container.
3. If the test thermometer does not read within + or - 2 degrees of the reference thermometer, adjust accordingly. If three thermometers are used and one thermometer differs from the other two by more than 2°F, that thermometer shall be adjusted or removed from use. If all three thermometers differ from each other by more than 2°F, a reference thermometer must be used or each thermometer must be calibrated against vigorously boiling water (212°F). Nonadjustable thermometers will be removed from use until they have been professionally serviced. Thermometers that have been adjusted for 3 consecutive months will be replaced.
 4. Record the results, using actual values, on the thermometer calibration log, along with the date and initials of the person performing the calibration procedure.

Thermometers that cannot be easily calibrated through direct immersion in either ice water or hot water can be calibrated by comparing readings with another calibrated thermometer. Thermometers that may be calibrated in this way include smokehouse probes and room temperature thermometers. When doing this, a recently calibrated thermometer will be used as the reference. Room temperature thermometers that are outside the + or - 2 degree F range will be replaced. Smokehouse probes that are outside the + or - 2 degree F. range will be professionally serviced. Results will be recorded, using actual values, on the thermometer calibration log, along with the date and initials of the person performing the calibration procedure.

Thermometers will be calibrated at a frequency dependent on production volumes, and use of monitoring CCP values or SOP values. Any thermometer that has been dropped or abused will be taken out of service until it has been recalibrated. Any "loose" thermometers, or thermometers that have been out of calibration for 3 consecutive months, shall be discarded.

Thermometers in use will be checked against a certified thermometer during calibration, if available. Otherwise, all thermometers will be calibrated either against each other, or against a thermometer that is used only during calibration. These methods would require a minimum of three thermometers for accuracy. Dial thermometers will not be calibrated on both the high and low ends on the range it is intended to read to assure accuracy.

Thermometers that cannot be easily calibrated through direct immersion in either ice water or hot water can be calibrated by comparing readings with another calibrated

HACCP Plan – Raw, ground; Pizza

thermometer. Thermometers that may be calibrated in this way include room temperature thermometers. When doing this, a recently calibrated thermometer will be used as the reference. Room temperature thermometers that are outside the + or - 2 degree F. range will be replaced. Results will be recorded, using actual values, on the thermometer calibration log, along with the date and initials of the person performing the calibration procedure.

Thermometers will be calibrated at a frequency dependent on production volumes, and use of monitoring CCP values or SOP values. Any thermometer that has been dropped or abused will be taken out of service until it has been recalibrated. Any "loose" thermometers, or thermometers that have been out of calibration for 3 consecutive months, shall be disposed of.

HACCP Plan – Raw, ground; Pizza

Temperature Measurement Procedures

When performing the monitoring procedure for a CCP, a calibrated thermometer will be used in several different ways to obtain the needed measurements. In some cases, the "start" temperature will be determined by inserting the thermometer into the center of each mass of meat product when the meat products are first brought out into the processing area for portioning and assembly. It is a good practice to start with the Ready-To-Eat (RTE) meat products first and then measure the temperature of the raw meat ingredients. Be sure to clean and sanitize the thermometer after it touches raw product, and after you are done with the measurements (even if all were taken from RTE products). When a product temperature is required at the end of the lot and 2 or 4 hours after the start of the lot (product under refrigeration; choice of time depends on Critical Limits used), the temperature between two wrapped pizzas held topping-to-topping will be measured by the establishment supervisor or designee. An alternative approach would be to use an infra-red "point and shoot" thermometer. This type of thermometer measures object surface temperatures. In the situation of pizza processing, the pizza surface temperature is not likely to differ much from the internal temperature of the meat products that are on the pizza. In some cases, the lot start and lot end temperatures will be processing room temperatures, instead of product temperatures.. Be sure that the room temperature is measured in the actual area in which the meat items are being processed.

HACCP Plan – Raw, ground; Pizza

SOP for Receiving and Storage

Raw Meat/Poultry and Natural Casings

- We will only accept product from an approved source.
- All containers will be inspected for visible evidence of contamination or damage that may allow contamination. All contaminated or damaged product will be rejected.
- The product temperature will be checked for 2 boxes per load by placing a calibrated thermometer between two wrapped or bagged products or by inserting a cleaned and sanitized (and calibrated) thermometer into the product or between product pieces. Products that are not warmer than 50°F will be accepted. Products that are not warmer than 50°F will be accepted. Products that are between 50 and 75°F will either be rejected outright or evaluated. Evaluation may include organoleptic evaluation, review of time/temperature information obtained from the shipper, consulting a process authority, or accepting the product and performing a microbiological analysis. Product should be properly refrigerated/frozen if it is accepted pending the end of the evaluation. If the evaluation indicates that the product could be used to safely make cooked items, it can be accepted and used only in this way. No product with temperature over 75°F will be accepted. All temperatures and evaluations will be recorded on incoming invoices.
- All invoices will be checked, initialed, and kept on file for review.
- Accepted products will be immediately placed on designated racks/shelves in the cooler or freezer.
- All coolers will be maintained to hold a temperature of 41°F or lower, with daily monitoring and documentation.
- All freezers will be maintained to hold a temperature of 0°F or lower, with daily monitoring and documentation.

Perishable Non-Meat Ingredients

- We will only accept product from an approved source.
- All containers will be inspected for visible evidence of contamination or damage that may allow contamination. All contaminated or damaged product will be rejected.
- The product temperature will be checked for 2 boxes per load by placing a calibrated thermometer between two wrapped or bagged products or by inserting a cleaned and sanitized (and calibrated) thermometer into the product or between product pieces. Products that are not warmer than 50°F will be accepted. Products that are between 50 and 75°F will either be rejected outright or evaluated. Evaluation may include organoleptic evaluation, review of time/temperature information obtained from the shipper, consulting a process authority, or accepting the product and performing a microbiological analysis. Product should be properly

HACCP Plan – Raw, ground; Pizza

refrigerated/frozen if it is accepted pending the end of the evaluation. If the evaluation indicates that the product could be used to safely make cooked items, it can be accepted and used only in this way. No product with temperature over 75°F will be accepted. All temperatures and evaluations will be recorded on incoming invoices.

- All invoices will be checked, initialed, and kept on file for review.
- Accepted products will be immediately placed on designated racks/shelves in the cooler or freezer.
- Perishable non-meat items will be stored separately (different cooler, rack, or shelf) from raw meat/poultry and natural casings.
- All coolers will be maintained to hold a temperature of 41°F or lower, with daily monitoring and documentation.
- All freezers will be maintained to hold a temperature of 0°F or lower, with daily monitoring and documentation.

Non-Perishable Non-Meat Ingredients

- We will only accept product from an approved source.
- All containers will be inspected for visible evidence of contamination or damage that may allow contamination. All contaminated or damaged product will be rejected.
- Product containers will be marked with the date of receipt and stored on designated shelves/racks in the dry storage area. The "First In, First Out" principle will be followed in using ingredients.
- The acceptance of the product will be recorded on the incoming product invoice. All invoices will be checked, initialed, and kept on file for review.

Packaging Materials, Cleaning Supplies, other non-ingredient items

- We will only accept product from an approved source.
- All containers will be inspected for visible evidence of contamination or damage that may allow contamination. All contaminated or damaged product will be rejected.
- Product containers will be marked with the date of receipt and stored on designated shelves/racks in the packaging storage area or chemical storage area, as appropriate. The "First In, First Out" principle will be followed in using packaging materials, cleaning supplies, and other non-ingredient items.
- The acceptance of the product will be recorded on the incoming product invoice. All invoices will be checked, initialed, and kept on file for review.

HACCP Plan – Raw, ground; Pizza

SOP for Finished Product Storage

- Once meat/poultry items are packaged and labeled, they will be master-packed (if appropriate), and immediately moved into either dry storage (jerky and other shelf-stable products), refrigerated storage, or frozen storage.
- All coolers will be maintained to hold a temperature of 41°F or lower, with daily monitoring and documentation.
- All freezers will be maintained to hold a temperature of 0°F or lower, with daily monitoring and documentation.
- Finished raw products will be stored separately from finished Ready-To-Eat (RTE) products, either in separate coolers/freezers/rooms, or on physically separate racks/shelves.
- Finished RTE products will NEVER be stored below finished or unfinished raw products.
- No products (finished or unfinished) will be stored on the floor.