

Supplier Assurance Audit - Distribution

Company Information	Audit Information
Facility: C0351288 - Ming Hong International Address: 14730 Don Julian Road. City of Industry, California United States, 91746 Contact: Randy Chen Title: GM Phone: 626-820-9888 Fax: 626-820-9088 Email: randy@minghongfood.com	Audit# - Visit#: 3547240 - 2936255 Audit Type: SADCPR - Supplier Assurance Audit - Distribution Template Version: 1.4 Audit Category: REGULAR Auditor: Edward K. Wellmeyer Audit Start Time: 12-APR-2023 08:00:00 AM Audit End Time: 12-APR-2023 04:00:00 PM

Explanation of Section Scorings (below)

Section scorings in the below table are provided as a reference and are calculated on the following formula:

Non-Conformance	Deduction of 5% per finding
Major Non-Conformance	Deduction of 25% per finding
Critical	0%

Summary By Section				
Section Name	Non-Conformance	Major Non-Conformance	Critical	Score
Section A - Administration and Regulatory Compliance	2	0	0	90.00%
Section B - HACCP/Food Safety Plan	0	0	0	100.00%
Section C - Facilities and Equipment	0	0	0	100.00%
Section D - Cleaning, Sanitation, Housekeeping, Hygiene	0	0	0	100.00%
Section E - Rodent and Pest Control Management	0	0	0	100.00%
Section F - Approved Suppliers, Receiving and Inventory Control	0	0	0	100.00%
Section G - Training Requirements	0	0	0	100.00%
Section H - Food/Product Defense	0	0	0	100.00%

Explanation of Overall Audit Result (below)

The overall score result is based on the total number and level of non-conformances. The audit is allocated 100% and deductions made as follows:

Non-Conformance	= 1% deduction per finding off the total score
Major Non-conformance	= 10% deduction per finding off the total score
Critical Non-conformance	= 25% deduction per finding off the total score

Scoring Guide	
Final Audit Rating	Based on Score
Meets Expectations	100-95%
Needs Improvement	94.99-85%
Significant Improvement Needed	84.99-76%
Fail	≤ 75.99%

Overall Audit Result	
Grade Rule Result	% Score
Meets Expectations	98.00%

Present at Audit					
Name	Job Title	Opening Meeting	Site Inspection	Procedure Review	Closing Meeting
Randy Chen	Vice President/General Manager	Yes	Yes	Yes	Yes
Jason Chen	Plant Manager/HACCP Coordinator	Yes	Yes	Yes	Yes
Edward Wellmeyer	NSF Auditor	Yes	Yes	Yes	Yes

GENERAL INFORMATION	
No	Question/Notes
1.1	Facility and Operations Description. Auditor's Notes: Ming Hong International is a privately owned company located in City of Industry, CA. The company began operations in 1995. The company has operated it's current 125,000 sq. ft. facility since 2010. There are 34 employees working one shift five-six days a week. The facility is constructed of tilt wall concrete, RP paneling inter walls and ceiling and seal concrete floors. The facility has two freezers, cooler and dry storage that are monitored by software temperature regulator program. The facility operates their own trucks and uses contracts trailers and containers.
1.2	Regulatory Inspection Type and Establishment #: California DHHS Food Registration #54268, expiration 7/26/2023. FDA Bioterrorist Registration XXXXXX8166, expiration 12/31/2024. California DHHS FDA Molluscan, Shell fish Registration # 54268, expiration 3/31/2024 CA 899RS. Organic Processed Food Registration #54268, expiration 7/26/20224 International Fisheries Trade Permit #IFTP00046549 exp. date of 09/01/2023.
1.3	Products warehoused/produced at this facility. The site imports and distributes frozen, refrigerated and dry products for the restaurants, institutional and food service. Box in, box out. The products are fish (tuna, salmon, etc.), eel, shrimp, Capelin fish eggs, oysters, mussels and clams, octopus, tuna, blue crab, seasons squid, Sushi Gari, vegetable spring rolls in frozen, refrigerated storage and dry food & non food products
1.4	The following departments and individuals participated in the audit process: Warehouse, senior management and Food Safety/Quality.
1.5	Notes from Auditor This is an excellent distribution center for seafood (frozen and refrigerated). The management promotes a high level of food safety, quality and organization.

Non-Compliance Summary		
No	Question/Notes	Result
Section A/ A.3.4	A documented management assessment shall be completed after each traceability exercise to evaluate the exercise for needed improvements and any corrective actions taken. <i>The facility management has not provided proof for the evaluation of the mock trace exercises by the Recall team.</i>	Non-Conformance*
Section A/ A.5.2	Management responsible for crisis management shall conduct mock crisis exercises at minimum annually. <i>Non-Conformance</i> <i>The facility has not conducted a mock crisis exercise for over 1 year.</i> <i>NSF expectations A.5.2 a requires a mock crisis annually.</i>	Non-Conformance*

Section A. Administration and Regulatory Compliance		
No	Question/Notes	Result
A.1.1	There shall be a facility management organization chart indicating the reporting structure of the facility operating departments. <i>The facility has an organization chart defining the management reporting to the Vice President/General Manager. The organization chart is signed by Vice President/General Manager and dated 1/16/2023.</i>	Acceptable
A.1.2	There shall be implemented and documented policies and procedures that address relevant food safety, quality and security requirements for the receiving, handling, STORAGE and shipping of product. <i>The facility management has developed and implemented a food safety & quality manuals that comply with NSF expectations and Regulator requirements.</i>	Acceptable
A.1.3	There shall be management commitment and active support of the facility's food safety, quality and security systems.** <i>The management has posted a Management Awareness and Commitment policy defining the distribution of safe and quality products that meet regulatory agencies, supports employees well being and education, and provides resources for continuous improvement of the facility.</i>	Acceptable
A.2.1	A file of regulatory audit visits and reports shall be maintained.** <i>The Distribution Facility has a file for Regulatory and certification audits. The only regulatory agency that inspects the facility is the LA County Health Department. There was no violations or citations issued by the health inspector.</i>	Acceptable
A.2.2	The facility shall have a documented process for the identification of regulations that are applicable to their specific ACTIVITIES. This process shall include identification of regulations for products in countries in which the facility's products are exported.** <i>The management is aware of the regulations in the countries they distribute too.</i>	Acceptable
A.3.1	There shall be a documented, current and implemented facility specific Recall Plan.** <i>The site has a recall plan and a traceability program (02/21/2020). The recall plan consist of a Recall Team lead by the Recall Coordinator (Vice President/General Manager), 24/7 internal & external contact list including NSF contacts in case of a recall. The Recall Team has been educated by a training document in the recall plan. The recall plan covers the communications with customers and regulatory agencies, extraction of products from the market place and investigate the root cause with corrective and preventive actions. The Distribution Warehouse has never had a Major Withdrawal or Recall.</i>	Acceptable
A.3.2	Recall management responsibility shall be assigned. <i>The responsibility of the Recall Team is the Vice President/General Manager.</i>	Acceptable
A.3.3	Traceability Exercises shall be conducted at a minimum of twice annually. <i>The two mock trace exercises : Cream cheese 7/12/2022 (after business hours) and Simulated cream cheese 12/26/2022 (during business hours) exercises achieved 100% accountability in 20 & 25 minutes respectively.</i> <i>All the supportive documents that supported the exercises: receiving, transfer, inventory, damage, and shipping records.</i>	Acceptable
A.3.4	A documented management assessment shall be completed after each traceability exercise to evaluate the exercise for needed improvements and any corrective actions taken. <i>The facility management has not provided proof for the evaluation of the mock trace exercises by the Recall team.</i>	Non-Conformance*
A.3.5	Essential There shall be evidence of traceability for all FOOD, and food contact packaging materials. shipping records shall be available.** <i>The trace procedures has been developed and implemented to trace the received and shipped box finish products to the customers.</i>	Acceptable
A.3.6	The facility shall be able to successfully demonstrate the traceability system during the audit.** <i>The auditor selected Edamame 20 lbs. boxes with plastic liner for the one forward mock trace.</i> Recall Date: 4/12/2023 Product: frozen Edamame 1/20 lbs Received date: 1/09/2023 Lot: 57706 Boxes received: 2315 Boxes shipped 2315 (to Customer) Date of shipment: 1/25/2023 Inventory: 0 Accountability: 100% Time of trace: 61 minutes <i>The results met the NSF Requirements of 99.5% - 105% in <120 minutes</i>	Acceptable
A.4.1	The facility shall have a record retention and storage policy.	Acceptable

Section A. Administration and Regulatory Compliance		
No	Question/Notes	Result
	<i>The facility has a record retention procedure and maintain the records (hard copy and computer files) for 3 years. After the 3 years, the hard copy records are control destroyed. The computer files are maintained under password protection and level of authority.</i>	
A.4.2	Essential Records relevant to FOOD SAFETY controls or evaluation of food safety, food quality and food defense shall be properly completed.** <i>All records observed: food safety, quality, training, food defense and receiving/shipping, were complete and verified.</i>	Acceptable
A.5.1	Crisis management policies and procedures shall be developed to address any critical situations that may occur (e.g., product recalls and business continuity interruptions, such as natural disasters, catastrophic events and other emergency situations including, but not limited to, power outage, tampering) <i>The facility has developed and implemented a Crisis Management Program 1/06/2023. The Crisis Management Program consist of a crisis management team to address potential crisis if they occur: earthquakes, power outage, fire, transportation issues, material shortages, etc. The program contains the team members, 24/7 internal and external contacts, roles and responsibilities of team members, how to handle crisis and communication with regulatory agencies.</i>	Acceptable
A.5.2	Management responsible for crisis management shall conduct mock crisis exercises at minimum annually. Non-Conformance <i>The facility has not conducted a mock crisis exercise for over 1 year.</i> NSF expectations A.5.2 a requires a mock crisis annually.	Non-Conformance*
A.6.1	The facility shall manage customer AND/or consumer complaints.** <i>The facility has a customer complaint procedure (4/23/2021). The facility has had no complaints in the handling and distribution of boxed products (frozen, refrigerated and dry storage products) for 2022 and 2023 (first quarter).</i>	Acceptable

Section B. HACCP/Food Safety Plan		
No	Question/Notes	Result
B1.1	A HACCP/FOOD SAFETY team shall be assembled with individuals having the appropriate product, process, and sanitation specific knowledge and expertise necessary for the development of an effective HACCP plan. <i>The Distribution Warehouse has a multidisciplinary team of professionals: Senior management, Food Safety, Quality, and Warehouse Manager with years of experience in food safety, purchasing, regulatory warehouse management and distribution management.</i>	Acceptable
B.1.2	There shall be a written HACCP/FOOD SAFETY plan. The HACCP/FOOD SAFETY team shall participate in HACCP/FOOD SAFETY plan development and maintenance. <i>The HACCP Team has developed the HACCP Plan. The team meets twice a year to evaluate the HACCP Plan or make any changes to the plan.</i>	Acceptable
B.1.3	The HACCP Team shall construct a clear and easy to understand process flow diagram for each HACCP plan. <i>The Process flow diagram defines the receiving , storage and shipping of box in, box out froze, refrigerated and dry products.</i>	Acceptable
B.1.4	The Process Flow shall include PREVENTIVE CONTROLS AND CCPs IF APPROPRIATE, shall be current and shall be verified. <i>The Critical Control Points identified in the Hazard Analysis and recorded on the Process flow Diagram were CCP-1/PC-1 receiving temperature of frozen and refrigerated products and CCP-2/PC-2 the storage temperature of frozen and refrigerated products. There was no CCP identified for dry storage products.</i> <i>The Process flow diagram was verified by the Plant Manager and Warehouse Manager.</i>	Acceptable
B.2.1	The HACCP team shall prepare a list of all of the hazards (chemical, physical, biological, radiological or other) for each type of product or product line that may be reasonably expected to occur at each step, from RECEIPT, storage, HANDLING and distribution until the point of consumption. Evaluation shall include all foods, food contact packaging materials, equipment and handling steps.** <i>Hazard Analysis evaluated the processing steps of the three HACCP Plans from a biological,chemical, and physical hazard. The team identified two CCP in the frozen and refrigerated HACCP</i> <i>Plan: receiving temperatures and storage temperatures of fish, crustacean, molluscan shell fish and the vegetable low pH products. The frozen HACCP plan has sub plans for Group 1 frozen yellow tail tuna and Kompachi filet fish; Group 2 frozen Eel, shrimp, crab; Group 3 frozen Capelin fish eggs, Salmon; Group 4 frozen Clams, oysters, mussels and other shell fish;Group 5 frozen steamed octopus, Group 6 Tuna, Salmon fillets, Group 7 Seasoned frozen squid, octopus, Group 7 refrigeration Sushi Gari, Group 8 Frozen spring rolls, etc.</i>	Acceptable

Section B. HACCP/Food Safety Plan		
No	Question/Notes	Result
	<p><i>There were no CCP identified for the dry products and non food materials.</i></p> <p><i>The HACCP Team reviewed the required histamine testing results of < 5 ppm from the approved suppliers and felt the histamine would not be a chemical CCP but a requirement for the Certificate of Analysis.</i></p>	
B.3.1	<p><i>The HACCP team shall determine the Critical Control Points.**</i></p> <p><i>The Critical Control Points identified in the Hazard Analysis was CCP-1/PC-1 receiving temperature of frozen and refrigerated products and CCP-2/PC-2 the storage temperature of frozen and refrigerated products.</i></p> <p><i>There was no CCP identified for dry storage products.</i></p>	Acceptable
B.4.1	<p><i>Critical limits shall be specified and validated for each CCP.**</i></p> <p><i>The critical limits were 0 F for frozen and < 40 F for refrigerated products. The critical limits were validated from FDA chapter 27 Interstate Certified shell Fish (CSSL) and Histamine formation FDA 21 CFR 123, and FDA and ICSSL fresh Frozen Shell fish regulations. FDA Food Code 2022 for refrigerated products <41 F.</i></p>	Acceptable
B.5.1	<p><i>CCPs shall be monitored.</i></p> <p><i>The monitoring of the CCPs are from a certified NIST thermometer at receiving and storage by trained operators.</i></p> <p><i>The facility has a software program that monitors the freezer (0 to -10 F) and cooler (34 -40 F). Temperatures in the freezers, coolers, cool dock temperature sensory are calibrated against NIST Thermometer monthly.</i></p> <p><i>The refrigeration software is continuous monitoring the temperature and will communicate to management if the temperature is near out of the acceptable range.</i></p>	Acceptable
B.5.2	<p><i>CCP monitoring records shall be maintained.</i></p> <p><i>The Critical Controls Point temperature (receiving and storage) records were observed for August, October, December, 2022 and January - March 31, 2023 and found the temperatures values were below the critical limits in the freezer and coolers.</i></p>	Acceptable
B.6.1	<p><i>Essential Specific corrective actions to deal with deviations from established Critical Limits shall be in place for each CCP.**</i></p> <p><i>There has been no deviations in 2022 and first quarter of 2023. So no corrective actions required. The corrective actions are defined in the HACCP Master Control Chart.</i></p>	Acceptable
B.7.1	<p><i>There shall be written verification activities that confirm that the plan is being implemented as intended.</i></p> <p><i>The receiving and storage temperature results (cooler and frozen) were found to be verified by management.</i></p>	Acceptable
B.7.2	<p><i>There shall be documented validation of the effectiveness of the HACCP program.</i></p> <p><i>The 2022 HACCP Plan was re validated by the HACCP Team 1/09/2023 as meeting the intended purpose. No changes to the 2023 HACCP Plan.</i></p>	Acceptable
B.8.1	<p><i>There shall be documentation and record keeping that is appropriate to the nature and size of the operation.</i></p> <p><i>The HACCP records are maintained by the HACCP Coordinator for 3 years then hard copies controlled destroyed. The HACCP records filed in the computer is password protected and the level of authority.</i></p>	Acceptable

Section C. Facilities and Equipment		
No	Question/Notes	Result
C.1.1	<p><i>Essential The facility shall demonstrate that the water, ice and steam supply is potable and that potability is maintained at all times. Potability criteria for microbiological, chemical and physical parameters shall be used.**</i></p> <p><i>The water in the facility was sampled and sent to ISO 17025 laboratory for analysis.</i></p> <p><i>The results on 8/01/2022 was < 1.1 MPN Total coliforms and <1 cfu/ml heterotropic organisms. This meets the microbiological results for potable water.</i></p> <p><i>The facility also has a 2022 bulletin from the Municipal Water District indicating potable water.</i></p>	Acceptable
C2.1	<p><i>The exterior of the Facility is constructed and maintained to facilitate the HOLDING of wholesome product and that it at minimum meets the customer and regulatory food safety and quality requirements**</i></p> <p><i>The external of the building is in very good condition.</i></p>	Acceptable
C.2.2	<p><i>Essential Facility construction and layout shall be such that product is adequately STORED, separated and protected from any operations that could cause contamination.**</i></p> <p><i>The design and construction is very good. There is a large cold dock with 2 coolers, 2 freezer, and large dry storage. The stored products are secure and organized stored at the freezer temp 0 - 5 F and cooler 34-38 F.</i></p> <p><i>Golden Spring Processing facility uses these rooms for storage and shipping of Ragoon Cream</i></p>	Acceptable

Section C. Facilities and Equipment		
No	Question/Notes	Result
	<i>Cheese products.</i>	
C.3.1	Facilities shall be designed and maintained in a suitable condition so as not to impede the ability to thoroughly clean all surfaces, provide pest harborage, or present opportunities for foreign material contamination.** <i>The facility walls, doors and floor are in very good condition. No issue with drainage or pooling of liquids.</i>	Acceptable
C.4.1	Employee facilities shall be adequate in size, readily accessible, separate from food holding areas, and properly maintained. <i>The employee amenities are large to accommodate the crew. The rest rooms and break room are separated from the work areas and maintained sanitary. The rooms are cleaned daily. No issues noted during the audit tours.</i>	Acceptable
C.5.1	Hand wash requirement signs, in appropriate languages and/or graphics, shall be clearly posted at required locations and contain instructions as provided below. <i>The hand wash stations have sign in English language to remind employees to wash the hands after utilizing the toilets, break room, etc.</i>	Acceptable
C.5.2	Hand washing stations shall be adequate in location, suitably designed, operational and properly stocked.** <i>The hand wash stations were supplied with hand operated fixtures, temper water, E 2 antibacterial soap, disposable towels, trash containers, hand sanitizer and a sign in English to wash hands before returning to work station. Employees observed during the tour were washing their hands properly.</i>	Acceptable
C.6.1	Essential ALL equipment shall meet sanitary design requirements and be maintained in such a manner as to permit proper operation and access for cleaning and inspection.** <i>Very little equipment (battery operated forklifts, floor scrubber) used in the distribution warehouse. All were in good physical condition.</i>	Acceptable
C.7.1	Utensils, tools and containers are clearly identified and maintained in suitable condition. <i>The containers were clearly marked for the function.</i>	Acceptable
C.8.1	FACILITY lighting shall be suitable. <i>The light was from LED tubes. Well lite warehouse.</i>	Acceptable
C.9.1	Maintenance program and standards shall be in place. <i>The warehouse uses third party service providers for maintenance of forklifts, trucks, refrigeration. There is a preventive maintenance schedule for these services. Maintenance service providers are used by the facility.</i>	Acceptable
C.9.2	Essential Equipment or control devices that impact on food safety and/or product compliance to quality and regulatory requirements are effectively calibrated.** <i>The refrigeration controls are serviced annually or as needed. The warehouse has a software that monitors the temperatures in the coolers, cold dock and the freezer. Adverse temperatures are communicated to the management for corrective actions.</i>	Acceptable
C.10.1	Wood, where used, shall be controlled and inspected. <i>Wood is only used for wood palletizing. No issues observed with the pallets storage and condition.</i>	Acceptable
C.11.1	There shall be a program to manage glass and brittle plastic. <i>The facility has a glass and brittle plastic program (1/10/2023). The program has a map location of the glass & brittle plastic throughout the Warehouse, monthly inspections, and a special glass & brittle plastic breakage removal procedure. There has been no glass & brittle plastic breakage in 2022 and 2023 (first quarter).</i>	Acceptable

Section D. Cleaning, Sanitation, Housekeeping, Hygiene		
No	Question/Notes	Result
D.1.1	There shall be a master cleaning and/or sanitation schedule and monitoring and recording of cleaning.** <i>There is a Master Sanitation Schedule (MSS) that defines the cleaning activities, the frequency (daily, weekly, monthly and quarterly) as the assigned employees. The Warehouse Manager and the Plant Manager monitors and verifies the MSS. MSS were reviewed for 1/16 - 1/20/2023 and 2/29 - 3/3/2023 and found to be completed, tasks initialed by sanitor and verified by management.</i>	Acceptable
D.1.2	There shall be standardized cleaning procedures (e.g., Standard Sanitation Operating Procedures or SSOPs).** <i>The site has SSOPs for cleaning the equipment and plant structures: floors, walls, doors, the SSOP defines the sweep cleaning of the floors, floor scrubber with water, rack wiping, and cleaning of the employee amenities with janitor supplies.</i>	Acceptable
D.1.3	There shall be a documented pre-operational Inspection. <i>The Warehouse Manager inspects the Distribution Warehouse daily. Any concerns or issues are</i>	Acceptable

Section D. Cleaning, Sanitation, Housekeeping, Hygiene		
No	Question/Notes	Result
	<i>immediately corrected.</i>	
D.1.4	Operational Housekeeping shall be effective. <i>There was no trash accumulated inside or outside. The trash is placed in dumpster with close lids. No issues observed with operational housekeeping.</i>	Acceptable
D.2.1	The facility has a documented program for GDP and Personal Hygiene practices to which compliance is monitored and recorded. <i>The facility has a written GMP & GHP programs (1/10/2023). The employees are educated and trained annually.</i> <i>There was no violations observed in the GMP & GHP programs during the audit tours.</i>	Acceptable
D.3.1	GDP Self Inspections shall be completed. <i>The Plant Manager and the Warehouse Manager conducts monthly GMP, pest control observations in the inside traps, glass & brittle plastic inspections and food defense. Monthly reports from January, February and March, 2023 were completed signed by inspector and management verified. Unsatisfactory items were addressed on the monthly inspection form and addressed.</i>	Acceptable
D.4.1	ALL chemicals (including, but not limited to, those used for sanitation, maintenance, and pest control) shall be approved for use, securely stored, clearly identified and used only by trained persons. <i>The sanitation chemicals and wipes are stored in a lock cabinet. There are no pesticides or maintenance supplies stored on site.</i>	Acceptable

Section E. Rodent and Pest Control Management		
No	Question/Notes	Result
E.1.1	There shall be a documented and specific pest control program. <i>Ming Hong International has a contract with Dewey Pest Control for twice a month internal traps service and external bait stations once a month service. The Pest Control Company has provided business license, insurance, map of devices inside & outside, pesticides used, SDS info, service reports and the current license number of the PCO.</i> <i>The Dewey Pest Program is detailed and very effective at the distribution warehouse.</i>	Acceptable
E.1.2	Outside Premises Management shall minimize opportunity for pests. <i>There are 27 bait stations (locked and secure) against the outside walls. The area is clear and organized.</i>	Acceptable
E.1.3	Essential There shall be no evidence of infestation.** <i>There was no infestation observed during the audit tours (inside and outside).</i>	Acceptable
E.1.4	Pest Control Devices shall be properly managed. <i>The mechanical ketch all traps were functioning properly. No evidence of pest activity. The traps have a glue strip inside the unit. There were 30 ketch all traps and 1 Insect Light Trap positioned by the PCO.</i>	Acceptable
E.1.5	Doors and windows shall be tight fitting and closed with openings sealed to prevent pest entry into the building. <i>Single service and dock doors were observed tight to the sides and floor. The dock elevators were closed with metal wires.</i>	Acceptable
E.1.6	Pest control reports shall be maintained. <i>The PCO service reports are issued twice a month reports and found to be were complete and indicated no pest incidences in the traps or bait stations. No issues observed. The PCO also has a monthly trend report for rodents and flying insects.</i>	Acceptable

Section F. Approved Suppliers, Receiving and Inventory Control		
No	Question/Notes	Result
F.1.1	There shall be a documented approved supplier program. The program shall be based on risk assessment of the suppliers.** <i>The site has a Supplier Approval Process (1/10/2023) consisting of documentation: continuous food guarantees, GFSI or equivalent food safety audit, product specifications, and questionnaire defining HACCP, allergens, code dating, food defense & other prerequisites information including Certification of Analysis.</i>	Acceptable
F.1.2	Suppliers shall be required to provide relevant documentation to support their status as an approved supplier.** <i>Approved or prospective Suppliers are required to have the following but not limited to: Continuing letters of guarantee, material specifications, 3rd party audits by accredited auditors firms, certificate from government health authority and a HACCP program or questionnaire of food safety & quality programs including current bioterrorist registration.</i>	Acceptable
F.2.1	There shall be a written procedure for the inspection of delivery vehicles. This shall apply to	Acceptable

Section F. Approved Suppliers, Receiving and Inventory Control		
No	Question/Notes	Result
	receiving and shipping. Procedures shall define when carriers are to be rejected.** <i>The warehouse has a procedure for inspecting the vehicle before unloading or loading. The receiver operators inspects and records on the trailer or container inspection form. Inspection forms for January - April, 2023 were reviewed and found complete, initial by inspector and verified by management.</i>	
F.2.2	There shall be a written procedure for the inspection and receipt of incoming materials.** <i>The receiver operators inspects the material for damage, infestation, leakage, ordered number, etc. The results are recorded on the vehicle inspection form.</i>	Acceptable
F.3.1	Products shall be secure and protected in storage.** <i>The boxed and bag finished products are protected in the designated coolers or freezers. The coolers and freezer are locked after business hours.</i>	Acceptable
F.3.2	Storage temperatures shall be controlled and monitored.** <i>Storage temperatures in coolers and freezers are monitored continuously by a sensor tight into the computer temperature software.</i>	Acceptable
F.3.3	Inventory control shall be in place. <i>The inventory management system uses FIFO stock rotation.</i>	Acceptable
F.4.1	Essential All restricted or sensitive ingredients and potentially toxic chemicals shall be maintained under strict control and stored separately from food and food contact packaging to minimize the potential for accidental product contamination.** <i>All restricted ingredient used by Ming Hong International and the cleaning chemicals are stored in designed protected location (locked) in the dry storage area. No issues observed during the audit tours.</i>	Acceptable
F.5.1	There shall be policies and practices for the control of Retained and Returned Products. <i>There is no retained samples. There is a non conforming area in the dry storage area and the cooler for non conformance materials and damage finished products. The Distribution Warehouse will accept returns once approved by Vice President/General Manager.</i>	Acceptable

Section G. Training Requirements		
No	Question/Notes	Result
G.1.1	New employee and temporary employees shall be trained in appropriate policies and procedures.** <i>New employees and current employees are provided education and training in GMP/GHP, food safety, allergen awareness, sanitation, and Food Defense. New employees are provide On the Job Training. The facility does not hire temporary or seasonal employees.</i>	Acceptable
G.1.2	Training shall be conducted in the appropriate language(s). <i>The education and training language is English, understood by all employees. The Plant Manager and the Warehouse Manager are responsible for the employee education and trainings.</i>	Acceptable
G.1.3	Refresher Training shall be conducted. <i>The refresher training is the annual core training topics.</i>	Acceptable
G.1.4	There shall be a method of assessment to determine proof of learning following training. <i>The management provides a quiz for proof of learning.</i>	Acceptable
G.1.5	Training Records shall be maintained. <i>Training records are maintained by the Warehouse Manager.</i>	Acceptable

Section H. Food/Product Defense		
No	Question/Notes	Result
H.1.1	There shall be a written program which describes assigned responsibility for food/PRODUCT security and how it is maintained. <i>A detail Food Defense & Security has been developed and implemented. The leader of the Food Defense team is the Vice President/General Manager. The program has the assigned roles and responsibilities of the team members.</i>	Acceptable
H.1.2	Each facility shall conduct and document a food/PRODUCT defense risk evaluation to eliminate or significantly reduce the risk of external and internal intentional adulteration of food/PRODUCT (including food fraud). <i>The Plant Manager performed a food defense assessment 3/01/2023. The assessment uses the FSIS check list. The results were discussed with the team members.</i>	Acceptable
H.1.3	A comprehensive food/product defense plan shall be implemented to manage the risks identified in the evaluation. <i>The facility has a comprehensive Food Defense and Security Program (11/18/2022).</i>	Acceptable

Section H. Food/Product Defense		
No	Question/Notes	Result
	<i>The preventive devices: cameras, alarms, card entry, locked utilities and silos, seals or locks on vehicles and containers, employee training, inspection of inbound materials, visitor sign in at office, driver ID, tamper evident tape, etc.</i>	
H.1.4	Employees shall be screened, trained in food/PRODUCT defense awareness and access to the facility shall be controlled. <i>Employees are screen for felonies, citizenship and drugs before offering an open position.</i>	Acceptable
H.1.5	Incoming and outgoing materials shall be protected and inspected. <i>No issues noted. The inbound materials and boxed products are inspected before acceptance by the receiver operator. The boxed and bag materials are protected in freezer, cooler, or dry storage areas. The facility is a box in, box out distribution warehouse.</i>	Acceptable
H.1.6	Facilitys shall be registered with the appropriate regulatory authority. <i>The Distribution Warehouse has registered under the Bioterrorist Act 2004. The registration is XXXXXXXX8166, expiration 12/31/2024.</i>	Acceptable

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