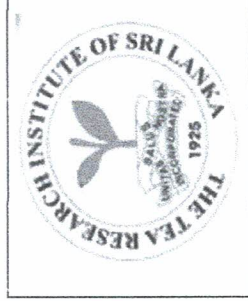


	St. Coombs Estate Tea Factory		Doc. Ref	SCETF/FSM
	Food Safety Management System		Issued by	QA Officer
ISO 22000:2018		Authorized by	Superintendent	
		Issue Date:	30/12/2021	
		Revision Date:	31/05/2022	
		Rev. No:	01	

8.5.4.2, 8.5.4.3 Determination of Critical Limits, Action Criteria and Monitoring Systems

CCP No.	Process step	Hazard	Critical Limits	Monitoring Procedure			Correction/Corrective action	Verification action	Responsible	Record	
				Who	What	When					How
CCP 1	Drying	Yeast & Molds (pathogenic Microorganisms)	Temperature Outlet 195°F - 205°F & Inlet 245°F - 255°F Time 19-21 minutes Moisture % of oven Output is below 4 %	JAFO	Inlet and outlet Temperature of the dryer Moisture percentage after drying	Hourly Lot wise	Display on the oven control panel board Moisture reading of the moisture analyzer	<p>Correction: If temperature and time combination is not in the upper and lower limit then Redrying the lot and immediately call for maintenance person</p> <p>If the moisture >4% immediately re-dry the defective lot</p> <p>Corrective Action: Training on operators and production assistants for control and monitoring of dryer temperature limits. Preventive maintenance and annual service of dryer's thermostats, Calibration of dryer thermometers</p>	<p>Verification: Sample is taken from oven output lot to be checked the moisture content and send the external laboratory</p> <p>Check and verify the inlet and outlet temperature by using calibrated IR thermometer</p> <p>Validation: Annually test dried tea sample for moisture and microbiological parameters by accredited laboratory and verify the results are state within acceptable limits</p>	<p>Correction: AFO, QAO</p> <p>Corrective Action: Factory Officer, QAO</p> <p>Verification: Factory Officer, QAO</p> <p>Validation: Factory Officer, QAO</p>	CCP Recording Checklist 13. (SCETF/FSMS/08) (Dryer temperature-inlet/ out let temp. at oven) IR thermometer calibration record Annual service of Dryer service and maintenance records check list 23 and 24

Prepared by QAO	Date: 31.05.2022	Approved by SD	Date: 31.05.2022
Sign: 	Sign: 	Sign: 	Sign: 



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Establish OPRPs (Operational Prerequisite Programmers)

OPRP No.	Process step	Hazard	Operational Limits	Monitoring Procedure			Correction/Corrective action	Verification action	Responsible	Record	
				Who	What	When					How
OPRP 01	Chola sifting	Metal Particles	All dried tea should pass through magnet bar after drying of tea leaves	JAF0	Inspection of magnet bar, cleaning of it and Check the magnet strength by passing known metal pieces of different sizes mixed with 500g of made tea sample and check the availability of all known metal piece were touched with the magnet bar	Before starts sifting	Visual observation, Manual cleaning	<p>Correction: Immediately hold the defective lot, segregated and re-process after correction of failure</p> <p>Corrective action: Train relevant personnel about control of the process and monitoring</p> <p>Proper maintenance of winnowing & Change magnet</p>	<p>Action: Physically checked a sample of 500g sifted tea for metal particles by pass through a verified magnet</p> <p>Frequency: Daily</p>	<p>Correction & Corrective Action: AFO QA officer</p> <p>Verification: FO and QAO</p>	OPRP recording Check List 14 (SCETF/FSM5/09) Chola maintenance records
OPRP 02	Winnowing	Sand, Metal Particles, stones	Each grade of tea should pass through magnet bar at conveyer of winnower	JAF0	Inspection of magnet bar, cleaning of it and Check the magnet strength by passing known metal pieces of different sizes mixed with 500g of made tea sample and check the availability of all known metal piece were touched with the magnet bar	Each Grade before starts winnow or process	Visual observation, Manual cleaning	<p>Correction: Immediately hold the defective lot, segregated and re-process after correction of failure</p> <p>Corrective action: Train relevant personnel about control of the process and monitoring</p> <p>Proper maintenance of winnowing & Change magnet</p>	<p>Action: Physically checked a sample of 500g winnowed tea for sand or metal by spreading on a white surface and pass through magnet</p> <p>Frequency: Daily</p>	<p>Correction & Corrective Action: AFO QA officer</p> <p>Verification: FO and QAO</p>	OPRP recording Check List 15 (SCETF/FSM5/10) Winnowing maintenance records



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OPRP No.	Process step	Hazard	Operational Limits	Monitoring Procedure			Correction/Corrective action	Verification action	Responsible	Record	
				Who	What	When					How
OPRP 03	Moisture inspection before packing	Maintain the product moisture level below 6.5% to control the growth of pathogenic microorganisms	Moisture <6.5% before packing each and every grade	QA Officer	Moisture % of made tea sample from every grade	Each Grade Before packing	Moisture analyzer reading	<p>Correction: If moisture % is higher than 6.5% segregated the batch and hold with the yellow tag with batch number then re fire under control condition the batch. And check moisture %</p> <p>Corrective Action: Trained relevant process owners about control limits and maintained the dryer output moisture level less than 4%.</p>	<p>Action: Calibration of moisture analyzer</p> <p>Frequency: Annually</p>	<p>Correction & Corrective Action: AFO, QAO</p> <p>Verification: FO and QAO</p>	OPRP recording; Check List 16 (SCETF/FSMS / QA/11)
OPRP 04	Bulking and Packing	Yeast & Molds (Microorganisms)	100% sealing of each and every bag	AFO	packing integrity/ sealing properties	Each bags after packing	Visual observation,	<p>Correction: If packaging integrity / sealing is poor condition isolate the batch and hold with the yellow tag with batch number then re fire the batch</p> <p>Corrective action: Train relevant personnel about control of the process and monitoring</p>	<p>Action: Finished products sent to Slab accredited lab for checking the moisture % content</p> <p>Frequency: Annually</p>	<p>Correction & Corrective Action: AFO, QAO</p> <p>Verification: FO and QAO</p>	OPRP recording; Check List 16 (SCETF/FSMS / QA/11)