



**Readiness Review for storage and warehouse facilities:** Storing food products is a key part of the food safety chain. Use this checklist to evaluate how well your operation meets shipper, retailer, and audit expectations.

## 1. Regulatory & Licensing

- Facility license/registration current (CFIA / FDA if applicable)
- Cross-border compliance requirements reviewed (if applicable)
- Written Food Safety / Preventive Control Plan (PCP)
- Document control system in place
- Designated food safety responsible person

## 2. Facility & Infrastructure Controls

- Zoning for refrigerated, frozen, and dry areas
- Temperature-controlled areas are clearly defined
- Floors, walls, and ceilings are cleanable & in good repair
- Adequate lighting & ventilation
- Drainage designed to prevent contamination
- Loading docks protected from pests & weather

## 3. Temperature Management (Cold Storage)

- Continuous monitoring system OR validated manual logs
- Defined critical temperature limits
- Alarm or deviation notification system
- Documented corrective action procedure
- Temperature verification calibration schedule

## 4. Product Segregation & Storage Controls

- Master Sanitation Schedule
- Cleaning SOPs documented
- Chemical storage segregated
- Licensed pest control provider
- Pest monitoring logs are maintained
- Corrective action for pest activity



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## 5. Sanitation & Pest Control

- Master Sanitation Schedule
- Cleaning SOPs documented
- Chemical storage segregated
- Licensed pest control provider
- Pest monitoring logs are maintained

## 6. Receiving & Shipping Controls

- Incoming trailer inspection procedure
- Temperature verification upon receipt
- Seal verification procedure
- Outbound inspection checklist
- Carrier compliance requirements defined

## 7. Preventive Controls & Risk Assessment

- Hazard analysis completed
- Biological, chemical, and physical hazards assessed
- Preventive controls documented
- Traceability system
- Mock recall is conducted annually

## 8. Employee Training

- Employee food safety, allergen, GMP, and hygiene training programs
- Corrective & preventive action system (CAPA)
- Document retention policy
- Annual system review

### NEXT STEPS:

A structured, certified food safety program:

- Strengthens contract opportunities
- Reduces rejection risk
- Protects insurance positioning
- Demonstrates operational discipline
- Differentiates your company from competitors

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