



# PRODUCE

## FOOD SAFETY AUDIT EXPECTATIONS

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## AUDITS

All those that grow, harvest, pack, further process, distribute or store fresh produce are required to have an annual food safety audit, by a Costco-approved third party.

All those that grow, harvest, pack, further process, distribute or store fresh produce in China are required to have an audit every six months, by a Costco-approved third party.

Annual audits are to be conducted as close as possible to the anniversary of the previous annual audit date.

New entities/suppliers with a food safety audit conducted in the past year by a Costco approved audit company may submit the audit to Costco for review. Corrective actions must be included for each deficiency on the audit.

In order to be more beneficial to the auditee, an auditor should audit a site no more than three years in a row. The same audit company is fine, as long as the auditor changes a minimum of every three years.

A product recall or other serious incident will initiate a requirement for a new food safety audit.

## AUDIT TYPES

### RANCH

The ranch audit is usually performed one time each year or during the growing season. The ranch audit is divided into sections that correspond to areas of potential contamination risk in the field operation. These areas include ranch history, adjacent land use, fertilizer usage, water usage, pest control, harvest practices, employee safety & hygiene and food security. A “ranch” is defined as a parcel of ground (not necessarily a “lot” for production purposes) with the following characteristics: common management, common water supply and contiguous grounds. For the purpose of farm or ranch audits, manual development or self-audits, a ranch or farm is defined as contiguous ground that is under common management.

### GREENHOUSE

The greenhouse audit is usually performed one time each year or during the growing season. The greenhouse audit is divided into sections that correspond to areas of potential contamination risk in the greenhouse operation. These areas include traceability, ground history, adjacent land, pest and foreign material controls, growing media, fertilizer/crop nutrition, irrigation/water use, plant protection, employee hygiene and food security. A harvest crew audit (see below for details) will be performed at the same time as the greenhouse audit module in order to assess areas of potential contamination risk in the harvesting operation. A greenhouse is defined as a building constructed of glass or plastic, for the cultivation of plants under controlled environmental conditions.

### HARVEST CREW

The harvest crew audit is performed periodically during the harvest season. The harvest crew audit is divided into sections that correspond to areas of potential contamination risk in the harvesting operation. These areas include employee safety & hygiene, harvest practices and food security. A ‘harvest crew’ is defined as a crew of harvest personnel under common management. All crews harvesting product supplied to Costco must have at least one Harvest Crew food safety audit, during each growing season. Example: done in the last 12 months, for similar harvest practices. If this is the first third-party audit, the entity is not to be penalized for lacking previous audits.

### PACKINGHOUSE WITH HACCP

The packinghouse audit is performed at a minimum of once per year. Questions are used to assess the facility’s food safety program. The audit is comprised of three main sections; a Good Manufacturing Practices section, a Food Safety File Requirements section and a HACCP section. The audit encompasses the areas of pest control, equipment, sanitation, employee hygiene practices, and all other operational practices and documentation as they relate to food safety. Food security is also addressed. A “packinghouse” is where whole commodities are prepared and packed for commercial distribution after being subjected to processes such as sorting, washing, weighing, etc.

### PROCESSING WITH HACCP

The processing audit is performed at a minimum of once per year. The processing audit questions are used to access the facility’s food safety program as it applies to Good Manufacturing Practices under 21 CFR, part 110, and relevant parts of the Food Code, 2001 (FDA/USPHIS), including HACCP requirements. The audit is comprised of three main sections: a Good Manufacturing Practices section and a Food Safety File

## PROCESSING WITH HACCP – CONTINUED

Requirements section and a HACCP section. The audit encompasses the areas of pest control, equipment, sanitation, employee hygiene practices, and all other operational practices and documentation as they relate to food safety including HACCP plans. Food security is also addressed.

## COOLING/COLD STORAGE WITH HACCP

The cooling/cold storage audit is performed a minimum of once per year. The cooling/cold storage audit questions are used to assess the facility's food safety program. The audit is comprised of two main sections: Good Manufacturing Practices section and a Food Safety File Requirements section. The audit encompasses the areas of pest control, equipment, sanitation, employee hygiene practices, and all other operational practices and documentation as they relate to food safety. Food security is also addressed. A 'cooling/cold storage facility' is where product is temporarily stored prior to distribution in order to maintain the proper temperature. Pre-cooling processes (ice injectors, Hydrovac, pressure cooling, etc.) may also be used in the daily operations. If any packing, repacking, and grading etc. is occurring on site, a Packinghouse Audit should be used.

## STORAGE AND DISTRIBUTION

The Storage & Distribution audit is performed at a minimum of once per year. The Storage & Distribution audit questions are used to assess the facility's food safety program. The audit is comprised of two sections: Good Manufacturing Practices section and a Food Safety File Requirements section. The audit encompasses the areas of pest control, equipment, sanitation, employee hygiene practices, and all other operational practices and documentation as they relate to food safety. Food security is also addressed. A 'storage and distribution facility' is where generally large retailers, foodservice companies or distribution companies store product temporarily prior to further distribution to local markets. It also includes terminal market operations where multiple companies are located on one site from which all companies distribute independently. If there is any packing, repacking, grading, etc., occurring on site, then a Packinghouse Audit should be used.

## GFSI CERTIFICATIONS

Costco will accept the following GFSI certifications, with a minimum overall score of 85%: CanadaGAP, PrimusGFS 1.6 and SQF Edition 7. Effective September 1, 2014, PrimusGFS 1.6 will be replaced with PrimusGFS 2.1. The minimum passing score for PrimusGFS 2.1 is 90%. Costco will also accept BRC Certification Grade B and above and GLOBALG.A.P. Integrated Farm Assurance Crops-Fruit and Vegetables (IFA-Crops-FV) and Produce Safety Standard (PSS) Certifications. Costco does not accept the shortened GLOBALG.A.P. IFA-Crops-FV Shortened Reward Inspection Audit. Group certifications must be requested in writing, prior to the audit taking place and may be allowed.

All GFSI approved Certifications for Harvest Crews, Growing Areas, Packinghouses, Coolers, Cold Storage and Processing facilities must include the appropriate Costco Addendum.

GFSI Certifications will be accepted from the following Certification Bodies: BSI, NSF-AG, NSF-GFTC, PrimusLabs, SAI - Global and SGS. Only GLOBALG.A.P. Certifications will be accepted from SCS. All packinghouses must have a stand-alone packinghouse audit.

GLOBALG.A.P. audits will not be accepted for packinghouses, processing or any type of facility.

Costco will accept GLOBALG.A.P. audits for GAP audits only.

## GROUP / MULTI – SITE CERTIFICATIONS

Group / multi-site certifications must be requested in writing, prior to the audit taking place and may be allowed. If an operation is approved for a group/multi-site audit, the Costco requirement is for 25% of the growers to be audited. Failure to audit 25% will require a reaudit. Costco accepts GlobalG.A.P. IFA-Crops-FV and PSS option 2 producer groups (with mandatory QMS) and option 1 multisite.

## STANDARD GAP AND GMP AUDITS

Costco will accept the following GAP and GMP food safety audits: NSF-AG, NSF-GFTC and PrimusLabs audits that include the applicable Costco Addendum, with a minimum overall score of 85%.

Costco will also accept GAP and GMP food safety audits from SGS that include the appropriate Costco Addendum and meet the passing criteria for the audit.

Costco will accept GMP audits from all audit companies currently approved for Costco Food Safety Audits/non-produce. Please refer to the Food Safety Audit Expectations, for a current list.

## REQUIREMENTS FOR ALL AUDITS AND AUDIT SCHEMES

Costco will only accept audits, audit schemes and certifications performed while the audit site is fully “active”, for example, actively cultivating crops, harvesting crops, packing, processing, etc., no matter the audit type of scheme. This includes follow-up audits.

## COSTCO PRODUCE ADDENDUM AND AUDIT EXPECTATIONS

The Costco Addendum and The Costco Produce Food Safety Audit Expectations can be found through a link on the Azzule website. For your convenience, the link is listed below. The addendums are also available from the Costco Food Safety Department and your buyer. All audits are provided in English and Spanish.

All audits / certifications, with the exception of PrimusGFS 2.1, must include the applicable Costco Addendum. If an audit supplied to Costco does not include the Costco Addendum, the site will be required to have an auditor come back to perform the applicable Addendum, at the audit company’s first available appointment or within 30 days of the main audit, whichever comes first.

<http://www.azzule.com/services/costcoaddendumsandexpectations.aspx>

## AZZULE – DATA MANAGEMENT

Costco is using Azzule Systems to manage ALL PRODUCE audit documents, including corrective actions. All entities/suppliers supplying produce to Costco must contact their food safety auditing firm and notify them to contact Azzule Systems in order to have the information uploaded and sent to Costco. The contact information for Azzule Systems is: [securesites@azzule.com](mailto:securesites@azzule.com)

As audits are completed, they will be uploaded by the auditing firm to Azzule Systems, and from there will be transferred to the Costco Wholesale dedicated area within the website. This submission process should take place within 10 calendar days of the audit date. Each entity/supplier is to submit their CAR (corrective action report) to their audit company or through Azzule, within 14 calendar days of the audit posting.

In order to prevent a lag in reporting on time, audit companies should obtain an audit release agreement from the auditee, prior to the audit taking place.

## AUDIT SCORING FOR PRIMUSLABS, NSF-AG, NSF-GFTC AND SGS AUDITS

<u>Score</u>	<u>Action Required</u>
98 – 100%	No corrective actions needed
85 – 97%	Corrective actions required
< 85%	Corrective actions and reaudit required

## REAUDITS

Effective with PrimusGFS 2.1 audits, the requirement to pass is a minimum overall score of 90%. All other audits require a minimum overall score of 85% to pass. Audits scoring less than 85% will be required to have a reaudit. Failure to pass an unscored audit will also require a reaudit.

Reaudits for ranch and harvest crew audits must be conducted within 30 calendar days of the original audit date. Reaudits for Packinghouse, Cooler, Cold Storage, Storage and Distribution and Processing Audits must be conducted within 60 calendar days of the original audit date.

If the growing season is finished, the audit must take place within the first 30 calendar days of the next growing season.

A product recall or other serious incident will initiate a requirement for a new food safety audit.

## AUTOMATIC REAUDITS

### Ranch and Harvest Crew – Section 1 only

### Processing, Packinghouse, Cooler and Cold Storage, Storage and Distribution – Sections 1 & 2

#### Automatic Reaudits – Section 1

- No functioning hand-wash stations.
- Product contamination/adulteration is observed.
- Product mishandled by workers, such as, but not limited to, using cloths or towels to dry product or remove dirt and/or debris.
- Failure to have a written pest control program.
- Evidence of insects, rodents, birds, reptiles or mammals in any product, ingredient or primary packaging supplies.
- Water test results fail to meet set standards and no corrective action has been taken to include a re-test.
- Evidence of systemic fecal contamination by wild animals and/or a single account of human or domestic animal fecal matter, in the growing area, close to the growing area or in any storage area.
- Employees with obvious sores, infected wounds or other infectious illnesses are **not** allowed to have direct contact with exposed food products, production, equipment or storage areas.
- Products not properly coded for traceability throughout the process.

## AUTOMATIC REAUDIT – CONTINUED

### **Automatic Reaudits – Section 2**

Processing Facilities, Packinghouses, Coolers, Cold Storage and Storage and Distribution Facilities supplying product to the U.S. and not meeting registration requirements of the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (the Bioterrorism Act) or companies located in the U.S. supplying product to Costco locations in other countries.

<http://www.registrarcorp.com/fda-food/registration/>

- Failure to take corrective actions, when critical limits are not met in a HACCP program.
- A documented Food Safety Plan/Manual (for facility auditee) has not been established.
- A documented SSOP Program (Standard Sanitation Operating Procedures) has not been established and implemented.
- Food allergens are present and an allergen control program has not been developed.
- Evidence of serious pest infestations (rodents, insects, birds, etc., including decomposed pests) inside the facility, including in pest control devices.

## CORRECTIVE ACTION REPORTS (CAR)

Corrective Actions are part of the audit process and a requirement of doing business with Costco.

Auditees with an audit scoring below 98% must post a CAR (Corrective Action Report) to Azzule within 14 calendar days of the audit being posted.

Auditees must contact their Audit Company regarding the process of submitting CARs to Azzule for uploading to the Costco Site.

## COSTCO HACCP REQUIREMENTS

All processing facilities, packinghouses, coolers and cold storage facilities that supply Costco are required to operate under a HACCP Program.

## DEFINITION OF HACCP

HACCP is an acronym that stands for Hazard Analysis and Critical Control Point.

HACCP is a method to help manufacturers identify and evaluate their processes to control food safety issues. Essentially, HACCP helps manufacturers identify:

- What can go wrong in their process?
- Physical, microbiological, chemical and other risks to their processes.
- How to control their process so that it doesn't go wrong.
- If it does go wrong, what happens then? How do you fix it?



## HACCP TRAINING

The person or persons responsible for the HACCP program must complete formal HACCP training and have their certification available for review, on the day of the audit.

### HACCP TRAINING REQUIREMENTS – PROCESSING

Costco requires at least one member of the HACCP team to have a certificate from a minimum 2-day formal, classroom HACCP training class.

### HACCP TRAINING REQUIREMENTS – PACKINGHOUSES, COOLERS, COLD STORAGE AND DISTRIBUTION FACILITIES

Costco strongly recommends that at least one member of the HACCP team has a certificate from a minimum 2-day formal, classroom HACCP training class.

### REFRESHER TRAINING

Costco requires that at least one member of the HACCP team has a current certificate from recent training, within the last 5 years. (Online training is acceptable for refresher training)

## RESOURCES FOR HACCP TRAINING

PrimusLabs Training – <http://primuslabs.com/services/PLU/Calendar.aspx>

eHACCP.org – <http://www.ehaccp.org/2014>

HACCP Alliance – <http://haccpalliance.org/>

NEHA Food Safety Training – <http://www.nehatraining.org/products/haccp.htm>

HACCP Training – <http://www.haccptraining.org/>

Resources for Food Safety Program Development – <http://producesafetyalliance.cornell.edu/>

NSF-GFTC (English) – <http://www.gftc.ca/courses-and-training/>

Institut de technologie agroalimentaire (French)

<http://www.ita.gc.ca/fr/formationcontinue/perfectionnement/alimentaire/Pages/Alimentaire.aspx>

## RESOURCES FOR FOOD SAFETY PROGRAM DEVELOPMENT

Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables

<http://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/ProducePlantProducts/ucm187676.htm>

Developing a Food Safety Plan

<http://extension.psu.edu/food/safety/farm/how-do-i-write-a-food-safety-plan/sample-harmonized-food-safety-plan/view>

USDA Pesticide Data Program

<http://www.ams.usda.gov/AMSV1.0/ams.fetchTemplateData.do?template=TemplateC&navID=PesticideDataProgram&rightNav1=PesticideDataProgram&topNav=&leftNav=ScienceandLaboratories&page=PesticideDataProgram&resultType>

## RESOURCES FOR FOOD SAFETY PROGRAM DEVELOPMENT – CONTINUED

Produce Marketing Association – [www.pma.com](http://www.pma.com)

United Fresh Produce Association – <http://www.unitedfresh.org/>

On Farm Food Safety – Risk Assessment, Create a Food Safety Manual <http://onfarmfoodsafety.org/>

PrimusLabs program Document Development Program (GAP and GMP)  
<http://www.primuslabs.com/Services/Webtools.aspx#DDP>

PrimusLabs Manual Development Toolkit (GAP and GMP)  
<http://intranet.primuslabs.com/toolkit/user/default.aspx>

Canadian Food Inspection Agency's HACCP / Food Safety Enhancement Program (FSEP)  
<http://www.inspection.gc.ca/eng/1297964599443/1297965645317> (English)  
<http://www.inspection.gc.ca/fra/1297964599443/1297965645317> (French)

Health Canada – Pesticides and Pest Management  
<http://www.hc-sc.gc.ca/cps-spc/pest/index-eng.php> (English)  
<http://www.healthycanadians.gc.ca/environment-environnement/pesticides/index-fra.php#a1> (French)

Canadian Produce Marketing Association – [www.cpma.ca](http://www.cpma.ca)

## FOREIGN MATERIAL CONTROL – PROCESSORS

Costco requires processors to control physical hazards by the use of x-ray or metal detection technology. Entities/suppliers without x-ray or metal detection will be evaluated by the auditor in conjunction with Costco personnel to determine the risk of the process. If risk is considered low, a device will not be required. If risk is considered medium to high, the site will be required to install a foreign material detection device as soon as possible (preferably x-ray technology).

Costco requires facilities to document hourly checks confirming foreign material detection devices are operating correctly. During the audit, the auditor will ask plant staff to demonstrate that all devices are operating properly. All metal detectors must be challenged with ferrous, non-ferrous and stainless steel contaminants. An appropriate challenge device must also be used for each X-Ray. All foreign material detection equipment must be accompanied by a functioning rejection device (belt, air jet, etc.).

Costco expects all foreign material devices to be challenged by the auditor, whether or not they are being used for Costco product. If the number of devices exceeds 10, Costco requires that a minimum of 30% of the devices be challenged.

A written procedure must be in place to control product rejected by foreign material detection devices. The program must state how the product is segregated from general production and handled. This process must be documented.

If it is determined that a facility requires foreign material detection and there is not a device in place or if the facility is not able to demonstrate that all devices are working properly by the facility's anniversary audit, an automatic failure will occur and a reaudit will be required.

Costco would like all vendors to consider x-ray technology when replacing their foreign material detection equipment.

## PEST CONTROL

Pest control programs must be developed and monitored by licensed, certified pest control personnel. In the case of a country without this requirement, pest control personnel must be trained and have written protocol to demonstrate their understanding of food pest control as it applies to food safety.

## GLOVE POLICY

Costco requires that all employees who work for RTE (ready-to-eat) processors wear gloves. RTE processors that have a documented and verified hand washing program may be exempt from glove usage. This will be evaluated on a case by case basis and approval will be based on verification that the program is working.

Costco prohibits the use of Latex AND powder-free Latex gloves. Gloves are to be provided by the grower or packinghouse. Costco prohibits workers in any capacity from supplying their own gloves of any kind. In a processing environment, cotton gloves may be used only if non-Latex gloves are worn over them.

## HAND WASHING – ALL OPERATIONS

Hand washing must take place with soap and water. There is no approved substitute for hand washing, including hand wipes, sanitizer, etc.

## CODE DATES – ALL OPERATIONS

Finished product sell units (for example, clam shell, bag, package, and carton) must be marked with a use-by, sell-by or packed-on code that can be used for traceability/recall purposes. **Julian dates are not acceptable.**

Suppliers should refer to item specifications, provided by Costco buyers.

## TRACE BACK / MOCK RECALL EXERCISE – PROCESSING FACILITIES (YEAR ROUND)

For year-round processing facilities, Costco requires a trace back exercise at least twice a year. One trace back exercise should be during the annual food safety audit, on a Costco item (if possible) chosen at the auditor's discretion. Documentation must indicate the date and time the exercise was initiated, product chosen, amount produced, affected lot codes, percent located, and time the exercise was completed. The exercise must include documentation supporting the trace back from the affected finished product lot(s) to all potentially affected raw material(s), and also show how the system can trace the potentially affected product(s) and affected customers who have received the product(s). 100% of product should be located within two hours. Companies with corporate generated recall systems in place need only to provide the auditor with a copy of their program and a sample mock recall or trace back exercise.

## TRACE BACK / MOCK RECALL EXERCISE – PROCESSING (NON YEAR-ROUND, PACKINGHOUSES, COOLERS, COLD STORAGE AND DISTRIBUTION FACILITIES)

Costco requires non year-round processing, packinghouses, coolers, cold storage and distribution facilities to do a trace back exercise at least once a year. One of the trace back exercises should be during their food safety audit, on a Costco item chosen at the auditor's discretion. Documentation must indicate the date and time the exercise was initiated, product chosen, amount produced, affected lot codes, percent located, time exercise was completed. The exercise must include documentation supporting the trace back from the chosen affected finished product lot(s) to all the potentially affected raw material(s), and then also show how the system can then trace all the potentially affected product(s) and the affected customers who have received the product(s). 100% of product should be located within two hours. Companies with corporate generated recall systems in place need only to provide the auditor with a copy of their program and a sample mock recall or trace back exercise.

**RAW MATERIAL SOURCES – PROCESSING, PACKINGHOUSES, COOLERS AND COLD STORAGE AND GROWERS**

Costco entities/suppliers must have a program in place to approve and monitor their suppliers (all raw materials, ingredients and primary packaging). Raw material and ingredient suppliers must provide a current (within 1 calendar year) third-party food safety audit and a product specification sheet which includes product attributes, labeling and code dates. Additionally, facilities supplying raw materials and ingredients must be operating under a HACCP program. Primary packing facilities must supply a third-party food safety audit, have a documented monitoring program to evaluate primary packaging compliance to specifications and include a method to identify specific lot numbers.

**TEST AND HOLD PROGRAM GUIDELINES – READY TO EAT PRODUCE - U.S. & CANADA**

Costco Wholesale has a test and hold policy in place for all ready-to-eat and at-risk produce. This includes items such as, but not limited to, cut salad mixes, baby leaf salads, cut fruit, and prepared vegetable trays. With the exception of cantaloupe, Costco does not consider whole fruit ready-to-eat produce.

**\*At this time, this applies only to the U.S. and Canada.**

**Costco U.S. and Canada specifications for ready-to-eat produce are as follows:**

	Target	Maximum Level
Total Plate Count (TPC)	< 100,000 cfu/gram	1,000,000 cfu/gram
Generic E. coli	<10 cfu/gram	50 cfu/gram
EHEC – U.S. only	Negative (test method must detect for Stx1 or Stx2 and EAE genes at a minimum. Note: There are now test kits available that detect more than these genes or that detects a group of markers that include the EAE, stx1 and 2 genes. These kits are also acceptable for use on Costco products.)	
Salmonella	Negative	
E. coli 0157:H7 – Canada only	Negative	

**CANTALOUPE SPECIFIC**

	Target	Maximum Level
Total Plate Count (TPC)	< 1,000,000 cfu/gram	10,000,000 cfu/gram
Generic E. coli	<10 cfu/gram	100 cfu/gram
EHEC – U.S. only	Negative (test method must detect for Stx1 or Stx2 and EAE genes at a minimum. Note: There are now test kits available that detect more than these genes or that detects a group of markers that include the EAE, stx1 and 2 genes. These kits are also acceptable for use on Costco products.)	
Salmonella	Negative	
E. coli 0157:H7 – Canada only	Negative	

**PRODUCT MUST BE IN SUPPLIER CONTROL UNTIL ALL TEST RESULTS HAVE BEEN COMPLETED AND RESULTS ARE SHOWN WITHIN ABOVE TOLERANCES**

**\*Contact the Food Safety representative in each respective country for additional information**

## SANITATION VERIFICATION

There must be a written program in place to verify sanitation effectiveness for food contact surfaces. The program should be based on a risk assessment and validation studies. Examples are ATP and TPC.

## WATER REQUIREMENTS – GROWING OPERATIONS

Microbial water testing must occur during the production and harvest season. The frequency of testing and point of water sampling shall be determined based on the risk assessment and current industry standards for commodities being produced (Testing must have occurred at a minimum within the last 12 months). The type of test and acceptance criteria must also be determined based on the risk assessment but should include microbial pathogens of concern and standard indicators of fecal contamination (generic E. coli and/or fecal coliforms). If testing does not meet the acceptance criteria corrective actions are required and may include retesting or withdrawal of contaminated irrigation water for a sufficient period of time prior to harvest. If all agricultural water is sourced from a municipal source, the municipal testing shall suffice.

## MICROBIAL ENVIRONMENTAL TESTING – PROCESSING, PACKINGHOUSE, COOLER, AND COLD STORAGE FACILITIES

There must be records of routine equipment and facility microbiological environmental testing, for production and storage facilities that either have a wash step or involve high humidity storage. Frequency and choosing where to swab is to be based on the risk assessment of the product and facility involved. If out of spec results occur, then full details of corrective actions must be available.

## FOOD CONTACT SURFACES – ALL OPERATIONS

With the exception of commodities where using wooden bins is the industry standard, produce must not come in contact with surfaces which are not accessible and/or cannot be cleaned, including but not limited to the following: foam rubber, any type of carpet, non food-grade plastic, etc.

For information on materials that are acceptable please refer to 21 CFR, Part 174-178. (U.S. only)

## GAP AUDITS

All crews harvesting product supplied to Costco must have at least one third-party Harvest Crew Food Safety Audit, during each growing season. If an operation grows more than one commodity, separate audits will be required, if harvesting practices are not similar. If this is the first third-party audit, the entity is not to be penalized for lacking previous audits.

A minimum of one working field sanitation unit, to include a toilet and a hand wash station, for each 20 employees, is required.

Toilet and hand washing facilities must be within a 5 minute walking distance for all employees.

Hand wash stations should be located outside portable restroom facilities, in order for hand washing activities to be observed by supervisors.

Picking bags, gloves, knives and aprons must be covered under equipment storage & control procedures and be on a documented cleaning schedule. The grower is responsible to maintain cleanliness and good repair.

Harvesting equipment must be on a documented cleaning and sanitizing program. A monitoring program to verify successful cleaning and sanitizing of all product contact surfaces must be in place.

## GMP AUDITS

A minimum of one working restroom facility for each 15 employees is required. Hand sinks must be available inside restroom facilities, for use after using the restroom and also near the workers entrance to the facility or in a convenient area, for use prior to starting work, after a break or at any other time hands become contaminated. Larger facilities may require additional hand sinks.

Employees of all entities, with the exception of those that do not handle product, should wear hair nets and appropriate coverings for all facial hair, such as beards and moustaches. This includes packinghouses and cold storage facilities, if applicable. Costco does not view a ball cap as a hair cover or hair restraint.

Although countries outside the U.S. may have different requirements, Costco does not allow drinking water (or any beverage) in any container, on the packing line or processing floor. Employers must provide employees adequate fresh water supplies located in areas which do not create food safety/ hygiene issues. Employers in the U.S. must meet all Federal and State laws pertaining to supplying drinking water to staff, for example 29 CFR 910.141(b)(1)(I), 29 CFR1928(c)(1). (U.S. only)

## COSTCO FOOD SAFETY CONTACTS

### U.S. CONTACTS

Name	Title	Phone	Email
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