

HACCP Plan

Hazard Analysis & Critical Control Points — food safety at every step

PRODUCT FLOW

Receiving

≤5°C chilled · ≤-18°C frozen · reject decision

Storage

Chiller 0-5°C · Freezer ≤-18°C · FIFO · raw/RTE separation

Preparation

Colour-coded boards · gloves changed between tasks · no cross-contact

Cooking

Per-food minimums, probe thickest point

Cooling

60→21°C in 2h, 21→5°C in 4h

Reheating

≥75°C within 2h, only once

Hot Holding

≥60°C · check every 2h

Service

TCS 4-hour rule · covered display · allergen labels

CRITICAL CONTROL POINTS (CCPS)

CCP-1 Cooking

Survival of pathogenic bacteria (Salmonella, E. coli, Listeria) in undercooked food.

Poultry ≥74°C · Ground meat ≥71°C · Whole cuts ≥63°C · Reheated veg ≥75°C — at thickest point.

Probe every batch, log time + temperature.

Continue cooking until limit reached. Discard if held below limit >2h. Investigate probe calibration if reading suspect.

CCP-2 Cooling

Toxin production by Clostridium perfringens, Bacillus cereus, Staph. aureus in the 5-60°C danger zone.

60°C → 21°C within 2 hours · Then 21°C → 5°C within 4 more hours.

Probe at each stage boundary, log time + temperature per batch.

If Stage 1 exceeds 2h → discard. If Stage 2 exceeds 4h → discard. Never room-temperature cooling.

CCP-3 Reheating

Growth of surviving/introduced pathogens if reheat is inadequate.

≥75°C throughout, reached within 2 hours. Reheat ONCE only.

Probe centre of batch, log time + temperature.

Continue reheating until limit reached. Discard if held below limit >2h or if reheated previously.

CCP-4 Hot Holding

Bacterial growth in hot-held food that drops into the danger zone.

Product core ≥60°C at all times during service. Covered when idle.

Probe every 2 hours, log time + temperature.

If <60°C for <2h → reheat to ≥75°C, resume holding. If <60°C for >2h → discard.

Emergency actions if a CCP fails:

1. Isolate the affected batch — do not serve.
2. Log the deviation in FSMS (a CAPA opens automatically).
3. Notify the outlet manager immediately (see contact list).
4. Investigate root cause: equipment, procedure, or staff training.
5. Only resume when the corrective action has been verified.