

Traceability / Recall Drill

ट्रेसेबिलिटी / रिकॉल ड्रिल

Code: TRACE_RECALL_001 • Traceability • Quarterly • FSMS — HACCP / FSSAI compliance record

LOGO
(affix / print here)

Outlet / Kitchen: _____ Date: _____ Shift / Meal: _____

WHY / PURPOSE	Quarterly mock recall drill — pick a batch, trace it forward to service and backward to supplier within 4 hours. FSSAI expects a working recall procedure.
	मॉक रिकॉल — अगर कोई प्रोडक्ट unsafe निकले तो कैसे वापस करेंगे।
REQUIRED BY	FSSAI Schedule 4 (source control + traceability) • cl. 8.2 retention
	कौन भरे: FSS सुपरवाइज़र

#	Drill date	Batch selected for trace	Supplier + invoice identified within 1h	Where batch was served identified within 1h	Portions traced (min 0)	Full trace completed within 4 hours	Gaps found + follow-up	Shift lead PIN (verification)	Init.	CA#
1										
2										
3										
4										
5										
6										

One row = one entry / batch. Record the value or tick each column. Note any fail in the Corrective Action Log and reference its CA#.

Corrective Action Log — record any out-of-range / fail here and write its CA# beside the reading in the grid.

CA#	Date	Item / Area	Problem found	Corrective action taken	By

Recorded by: _____ Verified by / Supervisor: _____ Date: ____ / ____ / ____

TRACE_RECALL_001 • FSMS - Culirect • Blank master for manual logging

Retain 1 year or the food's shelf-life, whichever is longer (FSSAI Schedule 4, cl. 8.2). Any 'Out' / 'Fail' → corrective action + supervisor review.