



Allergen Recall Prevention Checklist

- Top Leadership Commitment – Corporate and Facility
- Industry Trend Assessment
- Customer and Consumer Complaint Review
- Allergen Control Steering Committee – Cross-functional Team Approach
- Allergen Onboarding, Training, and Education
- Employee, Contractor / Vendor Traffic Flow
- Allergen Production Scheduling
- Complete Process Flow Review – Receiving to Shipment (includes utilities and airflow)
- Allergen GMP's
- Sanitation and Post Sanitation Verification Procedures (includes CIP System Analysis)
- Quality Testing Procedures – Ingredients, Packaging, and Process
- Supplier Management – Supplier Assessment, Qualification, COA Process, & Ingredient Testing
- New Product Introduction & Label Management – Includes Sanitation / CIP Verification
- Equipment Design Review and Operation
- Allergen Risk Assessment Plan and Review Frequency
- Product Rework Management
- Maintenance Activities and Cross-Contamination Opportunity Identification
- Validation and Verification of Allergen Control Systems
- Recipe / Ingredient Changes, Processing, and Cleaning Effectiveness
- Electronic System Assessment – Scanners, Automated Systems, etc.
- Change Management Program
- Failure Review Program, Action Plans, and Follow Up's
- Communication and Escalation Procedures

Observations & Notes:

Follow-Up Action Plans / Items: (What, Who, and When):