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|  | Section:<br>Site Security | Issue Date:<br>April 20, 2015 | Document Number:<br>2.7.1 |
|   | Subject:<br>Food Defense  | Supersedes:                   | Revision:<br>New          |

## Food Defense

### Goal:

To define the systems Mascot Incorporated has implemented to maintain site security.

### Scope:

All storage and processing buildings as well as surrounding grounds at Mascot Incorporated

### Procedure:

- 1.0 Mascot Incorporated is registered with the FDA as required by the Public Health Security and Bioterrorism Preparedness and Response Act of 2002. The registration number is available upon request.
- 2.0 A Food Defense Self-Assessment for the entire facility is conducted yearly to establish the effectiveness of Mascot's security system that are currently in place. The self-assessment will be completed using the ***FDA Food Defense Tool for Food Producers, Processors and Transporters.***
- 3.0 In addition to the annual assessment, a monthly security evaluation is conducted using 2.7.1 F Monthly Security Checklist.
- 4.0 Visitors and contractors are required to follow the procedure described on the 2.7 Visitors Sign in Sheet located in the front office.
- 5.0 Bulk ingredient receiving lines are kept locked (Corn Syrup and Liquid Chocolate) at all times
- 6.0 CCTV cameras are located throughout the facility, in strategic points such personnel entrances, shipping and receiving docks, bulk ingredient receiving lines and production areas to name a few.
- 7.0 The cameras are not monitored on a regular basis, but these devices record continuously
- 8.0 Chemical storage room is maintained locked.
- 9.0 The testing laboratory is kept locked
- 10.0 All entrances are kept locked after business hours

### Responsibilities:

SQF Practitioner – Participates in the annual assessment

Shell Pecan Warehouse Manager – Conducts annual assessment with input from other department managers as necessary

Food Safety Manager – Conducts the monthly assessment and updates FDA registration as required

### Reference:

SQF Code 7.2

FDA Food Defense Tool for Food Producers, Processors and Transporters

Records:

Monthly Security Checklist

Annual Food Defense Self Assessment

Visitor Sign-in Log

| <b><u>Document History of Changes / Amendments</u></b>       | <b><u>Date</u></b> | <b><u>Name</u></b> |
|--|--------------------|--------------------|
| Procedure created to meet SQF Code, 7.2 Edition requirements | April 20, 2015     | Amy Vizcarra       |
|  |                    |                    |