

Government of the People's Republic of Bangladesh
Fish Inspection & Quality Control
Chittagong.

FACTORY INSPECTION REPORT

0435

1. Name and Address of the Factory :

2. Date of Inspection :

Time of Inspection :

Area	Subject	S	Nl	U	Comments
1. Landing	Floor				
	Surrounding protection				
	Pest control				
	Water supply				
	Container/Box				
	Cleanliness				
	Traceability				
2. Dress Changing Room	Physical facility				
	Sanitation condition				
3. Toilets	Sanitation condition				
	Hand washing facility				
	Hand drying facility				
4. Raw Materials Receiving Room	Filtering step at the entrance				
	Pest control				
	Raw material washing facility				
	Floor/Wall/Ceiling				
	Drain				
	Table				
	Container/Box				
	Weighing scale				
	Raw material handling/Receiving				
	Raw material temperature				
	Room temperature				
	Sanitation condition				
5. Beheading Room	Filtering step at the entrance				
	Pest control				
	Floor/Wall/Ceiling				
	Utensil washing facility				
	Drain				
	Table				
	Container/Box				
	Raw material handling				
	Raw material washing system				
	Raw materials temperature				
	Room temperature				
	Sanitation condition				
6. Chill Room	Thermometer				
	Cooling Unit				
	Floor				
	Wall & Ceiling				
	Raw material handling				
	Raw material temperature				
	Room temperature				
	Sanitation condition				
7. Process Room	Filtering step at the entrance				
	Pest control				
	Floor/Wall/Ceiling				
	Drain				
	Table				
	Container/Box/Pans etc				
	Utensil washing & storing facility				
	Separation of process line				
	Raw material washing/pressure wash				
	Cool chain				
	Production flow				
	Prevention of cross contamination				
	Ventilation				
	Raw material temperature				
	Room temperature				
	Sanitation condition				
8. Cooking Section	Filtering step at the entrance				
	Pest control				
	Cooking/Blanching time & temperature				
	Production flow				
	Prevention of cross contamination				
	Sanitation condition				

Area	Subject	S	NI	U	Comments
9. Freezers	Sanitation condition				
	Freezing performance				
	Freezing log				
	Temperature meter				
	Core temperature measurement				
10. Ante Room	Floor				
	Wall/Ceiling				
	Sanitation condition				
	Room temperature				
	Depanng System				
	Glazing water temperature				
	Packing operation				
11. Cold Storage	Metal detector				
	Door				
	Air curtain				
	Thermometer and temperature				
	Sanitation/General condition				
	Wall and floor dunnage				
	Lot/Consignment management				
12. Traceability	Auto temperature recorder				
	Raw material/product				
13. Water	Water reservoir, Capacity				
	Water Quality				
	Distribution (Safety & flow)				
	Water treatment/Purification				
	Monitoring				
	Hot water condition				
	Chill water condition				
14. Flake Ice	Sanitation condition of machine & room				
	Production capacity & sufficiency				
	Carrying				
	Storage condition				
15. Lighting	Sufficiency at each area				
	Safety				
16. Clean up Activities	Detergents used				
	Sanitizers used				
	Cleaning schedule				
	Cleaning monitoring				
17. Packing Materials Store/ Chemical Store/ General Store	Sanitation conditon				
	Pest/Vermin control				
	Storing condition				
	Air exhaust facilities				
18. Transport (Raw Material/Product)	Sanitation condition				
	Temperature				
19. Employee Hygiene practices	Health				
	Apron, Gloves, Musk, Boot, Cap, Jewelry etc.				
20. Medical Check up	Employee/worker				
21. Labour rules	Compliance				
22. HACCP Status	Compliance				
23. Own check System	Condition				
24. Generator/Machine Room	Capacity				
	Sanitation				
25. Waste Management	ETP				
	Solid particle				
26. Factory Premises	General Condition				
	Security				

Instruction(s) :

Signature
(Factory Personnel)

Signature
(Inspecting Officer)

Note : S=Satisfactory, NI-Need Improvement & U-Unsatisfactory

