

## Growing Your Business Safely Checklist

1. Self-Audit-[Lesson 1: Importance of Food Safety Excerpt](#), [Food Safety Program Checklist](#), Self-Audit Templates: [FDA's Food GMP Inspection Report](#), [SQF Institute's Guidance, Tip Sheets and Checklists](#), [Level 1 Audit](#).
2. Good Manufacturing Practices-[Lesson 4: GMPs Excerpt](#), [GMP Template](#), [Welcome Letter Template for Visitors](#), [Recordkeeping Template](#).
3. SSOPs - Sanitary Standard Operating Procedures-[Lesson 6: Sanitation Excerpt](#), [Lesson 8: Process Controls Excerpt](#).
4. Allergen Training-[Lesson 5: Allergens Excerpt](#), [Allergen Control Template](#).
5. Label Requirements-[Ice Cream & Frozen Desserts Labelling Manual](#).
6. Traceability Requirements, Receiving Logs Required Records-[Transportation Template](#), [Receiving Log Template Form](#).
7. Vendor Approval Process & Logs (including local vendors)-[Lesson 7: Supplier Verification Excerpt](#), [Supplier Verification Template](#), [Supplier Questionnaire Template](#).
8. Recall Plan-[Mock Recall Policy](#), [Mock Recall Template](#), [Guide to FDA Inspections & Preparing for a Recall](#), [Crisis Preparedness Toolkit](#), [Recall Program Template](#).
9. Facility Design-Layout, Traffic Patterns, Air Patterns, and Pest Control-[Lesson 2: Food Safety Hazards Excerpt](#), [Dairy Facility Design Checklist](#), [Developing a Food Safety Plan](#).
10. Sanitary Design of Equipment-[Lesson 6: Sanitation Excerpt](#).
11. Hazard Analysis-[Lesson 2: Food Safety Hazards Excerpt](#), [Hazard Analysis Summary](#).

12. Critical Control Points-[Lesson 3: Food Safety Strategies Excerpt](#), [Critical Control Point Deviation](#), [Policy Deviation](#).

13. Pulling it all together – Your Food Safety Plan-[Lesson 10: Roadmap Excerpt](#), [Developing a Food Safety Plan](#), [Templates/Workshops](#), [Food Safety Plan Development Assistance](#).

14. Environmental Monitoring-[Lesson 9: Environmental Monitoring Excerpt](#), [Environmental Monitoring Handbook](#), [Environmental Monitoring Workshop](#).

15. Re-Audit/Gap Analysis - [Food Safety Program Checklist](#), [FDA's Food GMP Inspection Report](#), [SQF Institute's Guidance](#), [Tip Sheets and Checklists](#), [Level 1 Audit](#).