|  |  |  |  |
| --- | --- | --- | --- |
| **Company logo** | **Company name** | | |
| **STORAGE AND HANDLING OF PRODUCT CONTAINERS** | | |
| **Issued:** 08/08/2022 | **Version:** 1 | **Code:** SOP-10 |

**Objective**

To prevent containers, packing materials and other food contact surfaces from becoming sources of contamination of the product due to pests, dirt, water, cracks, and other factors.

**Control Measures**

* + Only new containers are used to pack/store/repack product. If the containers are reused, they must be clean and sanitized or be covered with a clean plastic cover or liner.
  + All containers/cardboard boxes are stored in such a way that they do not come into contact with the floor, either by placing them on pallets, tables or shelves, and are covered to avoid contamination.
  + Product containers are used with (product) only and are not allowed for use for other purposes (e.g. tools, personal items, etc.)
  + Employees inspect product containers before use to make sure they are clean. If they are dirty, they are not used in order to avoid any type of cross-contamination.
  + Damaged containers are repaired or discarded so they do not become a source of contamination.
  + There is a designated storage area for containers. This area is protected to prevent pest entry.
  + All containers are inspected before use.
  + All reusable containers must be cleaned and sanitized every (add frequency).
  + Employees receive training on the storage and handling of product containers (RECORD-14).

**Packing material**

* + There is an assigned area to assemble containers and packing materials.
  + There is an assigned storage area for packing materials. The area is protected to prevent pest entry.